



Fall 2013 Schedule of Classes



East Montgomery High School senior Keerthi Nandipati celebrates her college graduation with her family. Learn more about her amazing accomplishment inside.

***Curriculum registration July 22nd on the hour
9 AM, 10 AM, 11 AM, 12 PM, 4 PM, 5 PM, & 6 PM***

***Continuing Education registration for
fall semester going on now!***



High School Senior Graduates with Two Associate Degrees

"We are very proud of Keerthi. She is a remarkable young lady."

~ Rochelle Bostic, East Montgomery High School guidance counselor.

Seventeen-year-old Keerthi Nandipati earned dual Associate in Arts and Associate in Science degrees from Montgomery Community College in May because she wanted to make her family proud. What is so remarkable about her accomplishment is that she did it while she was still in high school. What is still more remarkable is that it took her only three years to accomplish.

Keerthi, like many of her classmates at East Montgomery High School, took Career and College Promise (CCP) classes through Montgomery Community College. The classes she took earned her both high school and college credits and were tuition-free.

"I wanted to take as many classes as I could to lighten the financial burden of college," said Keerthi. In addition, Keerthi's GPA got a boost because CCP classes count as honors classes on a high school transcript.

Keerthi began taking college courses in 2010, during her freshman year at East, through other early college programs that allowed underclassmen to enroll. Currently, the CCP program only enrolls high school juniors and seniors. Keerthi took advantage of these programs to take classes during school hours, online, and during the summer. She not only took classes from Montgomery Community College, but also from Sandhills, Randolph, Stanly and Central Carolina Community Colleges.

"I was able to take more courses in a semester by enrolling at other community colleges," says Keerthi. "I had to put in a lot of work and sometimes didn't get to do a lot of things besides school. The last two years I have also

been busy with summer classes," she said.

Despite her many sacrifices, Keerthi says it was worth it. "My dad encouraged me to do my best at all times. He went through a lot of hardships and still managed to get a master's degree. I want to be just like him and make him proud."

One of the advantages Keerthi had during her educational pursuits was that she simply loved learning. "Every class that I take I am interested in it. It's like that for every class," she said.

The college experience was also a highlight that Keerthi enjoyed while taking classes.

"MCC was a really pleasant place to be, like a second home. I enjoyed the people and the atmosphere," Keerthi said.

This summer, Keerthi will be attending a summer bridge program at UNC Chapel Hill where she has been accepted. The bridge program will help her become acclimated to going to the university and of course, she'll earn college credits while doing it.

While Keerthi describes herself as quiet, there is an assurance about her that seems to come from knowing she can accomplish what she sets out to do. Her sights were set on college even when she entered high school and she rapidly made that a reality. Her next goal is to become a dentist, which means a four-year degree and another four years for dental school. However, years are relative for Keerthi, and if she continues to work toward her goals like she has so far, who knows how soon we'll be calling her "Dr. Nandipati"?

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Continuing Education Schedule of Classes

About Continuing Education

Continuing Education is where many individuals get their start in college. Continuing Education provides short-term training courses or programs designed for those individuals seeking occupational skills training for a new career or job, seeking high school completion or simply beginning or advancing their knowledge in a personal interest area. Continuing Education offers courses in computer skills, fire/rescue/public safety, health occupations, safety and fitness, foreign languages, green technology, and the industrial/manufacturing skilled trades. Additionally, Continuing Education offers courses for professionals in the insurance and real estate occupations whereby they can earn continuing education units (CEUs) required by the state of North Carolina to maintain certification.

How to Find the Classes You Want

- Are you interested in upgrading your current job skills or are you looking for new skills for a new job? Do you need to recertify your skills in your current occupation? Simply search the Table of Contents for the program or courses that meet your needs.
- Do you want to work on your reading, writing, or math skills? Do you want to work toward a GED or high school diploma? Then you need **Career and College Readiness**.
- Are you unemployed? Are you looking for classes designed to help you prepare for and find a job? Look for classes under **Career Planning & Retraining**.
- Do you want to take classes to satisfy a personal interest or just to have fun and meet new people? Then you need **Personal Enrichment**.
- Are you a business owner or interested in starting your own business? Are you looking for a resource that could help you on the job? Then you need the **Small Business Center**.
- Is English your second language? Do you want to become more proficient speaking English? Then you need **English as a Second Language**.

Not sure you fit any of these categories? Then please look at the class offerings in this publication. When you see one that fits your needs, call us! We'll be glad to help you.

Let us know what you need but didn't find by contacting us at (910) 576-6222, ext. 256.

Registration

Please read the Frequently Asked Questions on page 7 for Continuing Education registration questions. You may register anytime up to two weeks before a class is scheduled to begin. Classes without enough students to satisfy instructional costs will be cancelled at the college's discretion, so we recommend you register early.

Continuing Education office hours are 8:00 a.m. - 5:00 p.m. Monday through Thursday and 8:00 a.m. - 3:00 p.m. on Friday. Please call (910) 576-6222, extension 256 for more information.

Frequently Asked Questions

How old do I have to be before I can take a "Continuing Education" class?

Anyone 18 years of age or older who is not currently enrolled in public school is eligible to attend Adult Continuing Education Classes. Persons 16-18 years old may enroll if they obtain a special permission letter from the Continuing Education department and have it signed by the principal of their high school.

How do I register?

- Call the Continuing Education department at (910) 576-6222, extension 256. If you have a credit card, you may register by faxing your registration form with payment information to (910) 572-2176.
- No credit card? Either request a registration form or print one from our website, and mail the form with your payment.
- You can also come to the Continuing Education department in person to register.
- Payment is made at the time of registration.
- Advanced registration is required for all Continuing Education classes.
- If enrollment is not sufficient, the class will be canceled by the college at the registration deadline and fees will be reimbursed by the college.
- North Carolina citizens age 65 or older are eligible for registration fee waivers (other fees are not applicable to fee waiver) except in the case of self-supporting courses.

What does the "(SS)" mean next to a course title?

"(SS)" means "Self-Supporting." Self-supporting courses are offered by the college at the request of the community. Registration fees vary depending upon the number of students enrolled. There are no fee exemptions for self-supporting courses and fees are non-refundable except in the case of course cancellation by the College.

How much does it cost to take a class?

The registration fees for classes vary depending on the number of class hours. Some classes require textbooks, materials, lab fees or insurance. Fixed costs will be listed under "Fees" below each class. Where a textbook or other supplies are needed, every effort is made to announce this in the class description. Because supply needs are highly variable, they may not be listed for every class.

What if I have to drop out of a class?

Students are eligible for a 100% refund if they withdraw from a class before the class begins or if the class is canceled by the college. Students who withdraw after the class begins, but before 10% of the total number of class hours has been taught, may receive a 75% refund upon request. No refunds are permitted for Self-Supporting (SS) classes except if canceled by the college.

May I take a class more than once?

Students may repeat any course at the regular registration fee. Students may take Occupational courses twice in five years at the regular registration fee; however, fees for additional repeats will be assessed for the full amount of the per student cost for the class. Ask a Continuing Education representative for more information about repeating Occupational courses.

Can I earn college credit for taking a class through Continuing Education?

In general, Continuing Education courses do not earn credit toward a degree; however, some classes are specifically designed to bridge into for-credit college programs. Also, the CEU serves as a unit to recognize an individual's participation in noncredit activities that meet the appropriate criteria. Ask a Continuing Education representative for more information about bridging classes or CEUs.

Continuing Education Schedule of Classes

New for Montgomery County

Continuing Education Business and Industry Training

Montgomery Community College's Continuing Education Department offers quality education and training courses for businesses, industries, agencies, non-profits, or other entities. The Continuing Education Department can provide training opportunities that are specifically designed to meet the training needs for your group in the following areas:

- Computer training ranging from basic to advanced applications
- Customer Service
- Professional Development for supervisors and managers
- Basic Accounting Software
- Pre-employment Training

If your business, industry, agency, or group is interested in having the Continuing Education Program develop a course or series of courses to meet your training needs, contact Robin Coates at 910-576-6222, ext. 253 for more information.

Customized Industry Training

The Customized Training Program can assist business and industry to remain productive, profitable, and located within Montgomery County. It provides education, training and support services for new, expanding and existing business and industry in North Carolina. Its goal is to foster and support job growth, technology investment, and productivity enhancement for specified industries. The Customized Training Program is designed to make a difference in a company's bottom line, whether it is creating jobs, investing in new machinery and equipment, or streamlining processes for efficiency.

The Customized Training Program resources may support training needs assessment, instructional design, development and delivery. Montgomery Community College's Customized Training Program partners with an array of world-class training providers to offer:

- Training Needs Assessment
- Employee training on new processes, procedures, and technologies
- Lean Manufacturing
- Six Sigma
- Project Management
- Statistical process control
- Hydraulics and Pneumatics
- Electronics
- Preventive Maintenance

If your industry is interested in developing a customized training plan, contact Robin Coates at 910-576-6222, ext. 253 for more information.

Continuing Education Schedule of Classes

Career Planning and Retraining

Basic Computer Skills for the Workplace	\$65	1-4 PM	MTWTh	9/9-9/17	143
Basic Computer Skills for the Workplace	\$65	1-4 PM	MTWTh	11/11-11/21	143

This course is designed to introduce computers and computer terms, how to navigate the Internet using search engines, develop e-mail capabilities, and assist the student in developing a moderate comfort level of basic computer use skills used for employability.

Career Exploration and Road Mapping	\$120	9 AM-12 PM	MWF	9/9-9/27	143
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Looking for a new direction? Assess who you are, where you're going, and whether you're on the right path to career success. This course will introduce career decision-making and planning processes. Topics include analyzing personal career interests, values, and aptitudes; surveying and researching career fields with related educational and training requirements; setting realistic career and educational goals; practicing the decision-making process; and reviewing basic job search skills such as completing applications, writing letters of application, developing and using resumes effectively, organizing a professional portfolio, and improving interviewing skills.

Job Search Tools and Strategies	\$120	9 AM-12 PM	MWF	9/30-10/18	143
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This course is designed to train individuals in effective job search techniques. Individuals will assess their job skills, use that information to complete applications and to write resumes that market themselves to employers, learn how to post and send resumes in electronic formats, and will practice effective interviewing strategies to sell themselves effectively.

Skills For Success	\$65	9 AM-12 PM	MWF	10/21-11/1	143
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Determine if you are on the right path to the career you have always wanted. Examine your educational and career goals based on the results of inventories and class activities and develop a written plan of action to meet those goals. This course will introduce you to the skills required to be successful in meeting career or educational goals.

Social Media and E-mail for Job Seekers	\$65	1-4 PM	MTWTh	10/21-11/7	143
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New technology and the economy have changed the job searching landscape. Learn how to use social media and e-mail to network for jobs, plan job search strategies, contact employers, and use tips and resources to prepare job search documents. LinkedIn, Twitter, Facebook, and YouTube are possible website resources.

Technology Awareness for Career Development	\$120	1-4 PM	MTWTh	9/23-10/10	143
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Technology Awareness for Career Development	\$120	1-4 PM	MTWTh	12/2-12/19	143
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This course is designed for the job seeker who needs to update their computer skills for today's job market. The focus of the course will be an introduction of software applications through class projects which include creating a resume, preparing a cover letter, creating a household budget, and creating a job search database.

NOTE TO OUR STUDENTS: Continuing Education classes do not follow the same schedule as curriculum (degree) classes. Continuing Education classes often meet during regular semester breaks. Your instructor will keep you informed of any breaks in your class schedule. Continuing Education classes will not be held on September 2 for the Labor Day holiday and November 28 for Thanksgiving Day.

Continuing Education Schedule of Classes

Computer Classes

QuickStart Computer Classes

The QuickStart series is intended to get you "job/skill ready" with intensive one day sessions ranging from introductory information to some specific applications for Word, Excel, Access, Powerpoint and other programs. These classes are for those seeking a skill that will enhance employability or for those needing to enhance a specific skill in a short time. Our courses include Access, Excel, Word, Powerpoint, Quickbooks, Photoshop Elements and PC Maintenance. Do you have an interest or need for other short term QuickStart classes? Contact Continuing Education at 910-576-6222 ext. 215.

QuickStart Access	\$65	9 AM- 3 PM	F	11/15	25
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Need just the basics fast? Get up and running with Microsoft Access in just one day. Create and modify tables, enter, edit and sort records, and design effective queries. Learn to create and modify forms and reports.

QuickStart Excel	\$65	9 AM-3 PM	F	9/27-10/11	21
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Session 01: Getting Started with Excel
Session 02: Constructing and Applying Formulas
Session 03: Generating Charts, Graphs, and Reports

QuickStart Excel	\$65	9 AM-3 PM	F	11/15-12/6	21
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Session 01: Getting Started with Excel
Session 02: Constructing and Applying Formulas
Session 03: Generating Charts, Graphs, and Reports

QuickStart Powerpoint	\$65	9 AM-3 PM	MT	10/14-10/15	21
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Presentation Tools
Session 01: Getting Started with Powerpoint
Session 02: Working with Graphics and Integrated Word & Excel

QuickStart Powerpoint	\$65	9 AM-3 PM	F	12/6-12/13	21
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Presentation Tools
Session 01: Getting Started with Powerpoint
Session 02: Working with Graphics and Integrated Word & Excel

QuickStart Photoshop Elements 2	\$65	9 AM-3 PM	F	9/27	14
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Digital Photo Editing

QuickStart Photoshop Elements 2	\$65	9 AM-3 PM	F	11/1	14
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Digital Photo Editing

QuickStart QuickBooks

This condensed course introduces the entrepreneur to the skills necessary to manage basic business accounting and daily office transactions. It will also equip a participant working or planning to work in a business office using QuickBooks. Emphasis will be placed on producing an understanding financial data and simple ways to save time with this useful software.

QuickStart QuickBooks: Getting Started	\$65	9 AM-3 PM	T	8/6	21
QuickStart QuickBooks: Getting Started	\$65	9 AM-3 PM	F	9/27	21
QuickStart QuickBooks: Getting Started	\$65	9 AM-3 PM	F	12/6	21

QuickStart Word	\$65	9 AM-3 PM	F	9/6-9/20	21
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Session 01: Getting Started with Word
Session 02: Reports Using Word
Session 03: Shortcuts and Effective Use of Word

Continuing Education Schedule of Classes

QuickStart Word	\$65	9 AM-3 PM	F	10/25-11/8	216
Session 01: Getting Started with Word					
Session 02: Reports Using Word					
Session 03: Shortcuts and Effective Use of Word					

Basic Computer Skills for the Workplace	\$65	1-4 PM	MTWTh	9/9-9/17	Campus
Basic Computer Skills for the Workplace	\$65	1-4 PM	MTWTh	11/11-11/21	Campus
This course is designed to introduce computers and computer terms, how to navigate the Internet using search engines, develop e-mail capabilities, and assist the student in developing a moderate comfort level of basic computer use skills used for employability.					

Computer Skills and Internet for the VERY BASIC BEGINNER	\$65	6-8:30 PM	Th	9/12-11/14	217
Are you not sure what to do with a computer or overwhelmed by just turning on your computer? Do you want to learn how to just use the Internet? Then this is the course for you. You will learn how to operate a personal computer, keyboard, monitor and mouse. Discover how to personalize your desktop, learn keyboard shortcuts, how to save files, how to surf the Internet and more. Learn the basics of buying and selling on Ebay and Amazon. Set up an e-mail account, a Facebook page, and other social networking accounts. No textbook is required. Handouts are provided.					

QuickBooks Basic Training					
This is a 24-hour course designed to carry the QuickBooks user to a more sophisticated use of QuickBooks. Students can be either experienced or new to QuickBooks and will learn to fully utilize all the features of QuickBooks for home or business purposes. The full version of this course also allows some time for students to customize some aspects of their QuickBook use with instructor support.					

QuickBooks Basic Training	\$65	6:30-9:30 PM	TTh	10/22-11/14	216
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PC Maintenance and Upgrades					
Is it "cheaper to keep it?" Come to this one-day PC upgrade course to determine if an upgrade is what you need, what components can be upgraded, and how the upgrades can affect your PC. This one-day workshop also includes hands-on instruction on how to install the upgrades and the complete tear down and reassembly of a PC.					

PC Upgrade: Cheaper to Keep It	\$65	8 AM-12 PM	MW	8/12-8/14	142
PC Upgrade: Cheaper to Keep It	\$65	1-5 PM	MW	9/16-9/18	142
PC Upgrade: Cheaper to Keep It	\$65	6-10 PM	MW	10/21-10/23	142
PC Upgrade: Cheaper to Keep It					

Social Media and E-mail for Job Seekers	\$65	1-4 PM	MTWTh	10/21-11/7	Campus
New technology and the economy have changed the job searching landscape. Learn how to use social media and e-mail to network for jobs, plan job search strategies, contact employers, and use tips and resources to prepare job search documents. LinkedIn, Twitter, Facebook, YouTube and Classmates are possible website resources.					

Technology Awareness for Career Development	\$120	1-4 PM	MTWTh	9/23-10/10	Campus
Technology Awareness for Career Development	\$120	1-4 PM	MTWTh	12/2-12/19	Campus
This course is designed for the job seeker who needs to update their computer skills for today's job market. The focus of the course will be an introduction of software applications through class projects which include creating a resume, preparing a cover letter, creating a household budget, and creating a job search database.					

Using your I-Pad or Kindle Effectively					
Learn about your Apple I-Pad or Kindle. How does it work and what can it do to enhance your business or personal communications? Bring your own device to the class and learn more about its functions. This is an informal class designed to give you the skills to fully enjoy your device.					
Using your I-Pad or Kindle Effectively	\$65	9-11:30 AM	MW	9/23-10/9	Campus
Using your I-Pad or Kindle Effectively	\$65	6:30-9 PM	TTh	10/22-11/7	Campus

Fire, EMS & Public Safety

This course follows the guidelines established by the NC Office of EMS for EMT-B certification. Topics include (but are not limited to) CPR, airway management, patient assessment, hemorrhage control, basic pharmacological action, trauma treatment, medical, behavioral and environmental illness treatment and patient transport. The training environment incorporates some lecture-style instruction, but the majority of the skill training will take place in practical, hands-on situations. To become certified, students must take the NC State Certification Exam which is offered at several locations through the state several times a year. Student prerequisites: High school diploma or GE

Credentialed EMS providers looking for a more convenient way to earn their state-mandated continuing education units (CEUs) can now take their training online with Montgomery Community College's EMS continuing education modules. Two online course modules are scheduled each month – one in Basic Life Support for first responders and EMT-basics, and one in Advanced Life Support for EMT-intermediates and paramedics. All the classes are listed by month and updates can be found on the MCC website under Continuing Education.

Advanced Life Support	Month
Pathophysiology	August 18 - 31
Patients with Special Needs	September 15 - 21
Soft Tissue Injuries	October 20 - 26
Cardiovascular Emergencies	November 10 - 16
Work Force Safety and Wellness	December 8 - 14

Credentialed EMDs, EFDs and EPDs looking for a more convenient way to earn their state-mandated and nationally-required continuing education units (CEUs) now have the opportunity to take their training online with Montgomery Community College's continuing education modules. These classes are listed by month. Updates can be found on the MCC website under Continuing Education.

EFD Online	Month
Protocol 71 - Vehicle Fires	September 18 - 21
Protocol 72 - Water Rescue	November 10 - 16

Continuing Education Schedule of Classes

EPD Online	Month
411 on Version 4 Quality Assurance	June 23 - 29
Pearrival Instructions Protocols	August 25 - 31
Version 5 Update	October 20 - 26
Version 5 Group 1 Protocols	December 8 - 14

Foreign Languages

Spanish Grammar \$120 6:30-9 PM TTh 10/10-11/7 Campus

Students will participate in lessons that will include fundamental language usage such as verb conjugation, basic sentence structure and conversation. (The second course in this series will be offered in the spring semester and will cover a more detailed path of irregular verbs and translation.)

Green Technology

Green Technology

This series of courses is designed to provide participants with a better understanding of what green technology is, and how to implement existing resources or technology to fit your needs. Understand the costs and savings associated with green technology and get the basic technical information needed to implement green technology into your sustainable living plan.

Alternative Energy Concepts:

Photovoltaic (Solar) V Systems \$65 6-9 PM MW 10/28-11/20 Campus

Are you interested in solar energy but don't know where to start? This is short course will explore and explain the technical aspects such as how to calculate a load and match the solar-generated output to those load requirements; the difference between on-the-grid versus off-the-grid; and the tax implications, rules and regulations associated with on-the-grid photovoltaic (solar-powered) systems.

Renewable Energy Sources \$65 6-9 PM MW 9/9-10/1 Campus

Are you interested in incorporating renewable/green technology into your daily living, but unsure about what is involved in the many choices, the cost savings vs. the costs, the tax implications, and what you need to do just to get started? This course will help you consider all these choices with a technically knowledgeable instructor and other guest speakers with expertise in their fields. The topics include solar and windmill created electricity, geothermal applications for heating and cooling, tax advantages, and local legal considerations for on-the-grid applications.

Insurance Agent Continuing Education

These courses are for licensed insurance agents to obtain their required 24 ICECs per two-year period. The mandatory Ethics course (every 2 years for all agents) and the mandatory Flood course (every 4 years for P&L agents) will be offered in the Spring 2014 semester. Agents should review the NCDOL website at www.ncdoi.com for additional information about their CE requirements. Producer/agent number is required when enrolling in courses. All courses are approved and offered under Walter Batista, provider 562268129. Agents can take any one or all of these courses for a single registration fee. There is an additional \$65 per credit hour for the Vertafore fee.

Insurance Agent Continuing Ed \$65+ 6-10 PM MW 9/9-9/16 Campus

LTC Required Course #96745

LTC & Partnership Primer #11748

Continuing Education Schedule of Classes

Health Occupations

Activity Director	\$175	6-9 PM	TTh	9/10-11/19	TB
This course is designed specifically to meet the training requirements prescribed by the NC Division of Health Service Regulation-Adult Care Licensure Section for personal care staff and the direct supervisors working in adult care homes, (seven or more beds) and family care homes (two - six beds).					

CPR for Health Care Providers

CPR for Health Care Providers Initial Certification	\$68	8 AM-5 PM	SAT	10/26	Campus
CPR for Health Care Providers Recertification	\$68	1-5 PM	SAT	10/26	Campus

Nursing Assistant I & II

All entering students are required to attend at least one information session.

Nursing Assistant Info Sessions	n/a	6-7 PM	M	7/22	Room 10
	n/a	10-11 AM	Th	7/25	Room 10
	n/a	6-7 PM	Th	7/25	Room 10

To register, applicants must:

- 1) Show a valid driver's license and Social Security card,
 - 2) Show evidence of a high school diploma, GED, or obtain the required reading level test score.
- *A reading test can be taken any Wednesday at 5:30 PM or Thursday at 9 AM in Room 149.

Nursing Assistant I

This class introduces students to the skills and competencies needed for basic patient care in a health care setting. After successful completion of the course, the student can provide safe, effective, basic nursing care in a variety of health care facilities under the supervision of licensed nurses and/or other approved personnel. Students must complete clinical as part of the course. Please note: Nurse Assistant Hybrid courses require online, classroom and clinical participation.

Nursing Assistant I	\$190.60	8 AM-2:30 PM	MTW	8/19-10/30	157/15
Nursing Assistant I Hybrid	\$190.60	8:00 AM-3:30 PM	MTW & Online	11/04-12/19	157/15 We
Nursing Assistant I Hybrid	\$190.60	8 AM-6 PM	SAT/SUN & Online	9/7-11/9	157/15 We
Nursing Assistant I Hybrid	\$190.60	5:30-10 PM	TTh & Online	8/19-12/16	157/15 We
Nursing Assistant I	\$190.60	5:30-10 PM	MW	8/19-12/18	157/15

Nursing Assistant II

Students must be listed as a nursing assistant I in good standing with the North Carolina Department of Health and Human Services in order to register for the Nursing Assistant II course. Students are taught skills in oxygen therapy, suctioning, tracheotomy care, IV fluid monitoring and discontinuation, nasogastric and gastrostomy feeding procedures, enterostomy care, urinary diversion and urinary catheterization. This course equips the students with advanced skills in providing care for the elderly and older adults. Students will complete clinical as part of the program.

Nursing Assistant II	\$190.60	5:30-9:30 PM	MTWTh	8/19-10/30	14
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Continuing Education Schedule of Classes

Phlebotomy

Entering students are required to attend an information session.

Phlebotomy Info Session	n/a	5:30 PM	W	7/24	Room 105
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Register, applicants must:

show a valid driver's license and Social Security card,

show evidence of a high school diploma, GED, or obtain the required reading level test score.*

Reading test can be taken any Wednesday at 5:30 PM or Thursday at 9 AM in Room 149.

Phlebotomy	\$190.60	5:30-9:30 PM	MW	9/16-12/11	140
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The course consists of theory and clinical experiences in performing blood collections. Successful completion of the course prepares students to sit for the American Society of Phlebotomy Technicians (ASPT) National Certification Examination. A textbook and pre-test are required. Call 910-576-6222, extension 255 for more information. The pre-test is scheduled for 8/20 at 5:30 PM in Room 140.

Health, Safety and Fitness

Community CPR

C can schedule CPR and first aid for groups, agencies, or businesses. Call Continuing Education 910-576-6222, extension 255 for more information and custom scheduling.

Infant, Child, and Adult CPR & First Aid	\$58	8 AM-5 PM	W	8/14	Campus
Special Certification & Recertification					
(Recertification students attend afternoon session only.)					

Infant, Child, and Adult CPR & First Aid	\$58	8 AM-5 PM	W	9/25	Campus
Special Certification & Recertification					
(Recertification students attend afternoon session only.)					

Infant, Child, and Adult CPR & First Aid	\$58	6-10 PM	TTh	9/3-9/5	Campus
Special Certification & Recertification					
(Recertification students attend afternoon session only.)					

Infant, Child, and Adult CPR & First Aid	\$58	8 AM-5 PM	W	11/6	Campus
Special Certification & Recertification					
(Recertification students attend afternoon session only.)					

Infant, Child, and Adult CPR & First Aid	\$58	6-10 PM	TTh	12/10-12/12	Campus
Special Certification & Recertification					
(Recertification students attend afternoon session only.)					

Business and Health

GetFit StayFit: Boot Camp	\$40	6-7:15 PM	M/Th	9/9-11/14	Campus
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GetFit StayFit Fall Boot Camp is a fitness class designed for individuals who are currently physically fit. This is a high-endurance class which includes run/walk segments, pushups, jumping jacks, lunges, squats, step exercises and abdominal exercises. All exercises are held outside, rain or shine unless other arrangements have been made. Equipment required: work out cords/tubing and a 6 foot long stick. Each student must complete at least 65% of class to receive a certificate during graduation. This means attending at least 17 out of the 20 classes during the 10-week session. All who attend graduation will receive a dog tag regardless of attendance.

Kick Ball with Dumbbells	\$40	5:15-6 AM	MW	9/9-11/13	Page St. Elementary School Gym
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GetFit StayFit is offering this kick boxing class in conjunction with the exercise ball and a pair of 10 lb. dumbbells. The kick boxing will be the cardio portion and the ball and dumbbells will be the strength training portion of class. Adding these two work outs into one class will give you the best of both anaerobic and aerobic workouts. For more information, e-mail GetFitStayFitBootCamp@att.net or call 910-975-1397. Pre-registration before Sept. 2 is required.

Continuing Education Schedule of Classes

Knifemaking

Basic Knifemaking

Learn knifemaking by designing and making a knife under the guidance of the instructor. Each student will grind, heat and finish a knife using the stock removal method. This class is for beginners to intermediates who want to perfect their knifemaking talents.

Basic Knifemaking	\$375	8 AM-5 PM	Th-SUN	8/22-8/25	1
Basic Knifemaking	\$375	8 AM-5 PM	Th-SUN	10/3-10/6	1

Introduction to Tactical Knifemaking

Learn fixed-blade design using the basic principles and methods of knife construction, including how to grind and heat treat knife blades, as well as fitting and finishing handles.

Intro to Tactical Knifemaking	\$375	8 AM-5 PM	Th-SUN	9/5-9/8	1
Intro to Tactical Knifemaking	\$375	8 AM-5 PM	Th-SUN	10/10-10/13	1

Custom Folding Knives	\$375	8 AM-5 PM	Th-SUN	9/26-9/29	1
Design and craft a custom liner-lock folding knife. The instructor will show the basic principles and methods of construction required to make a folding knife. Design, machine work, drilling, tapping, grinding the blade and finishing will be covered. Each student will complete a knife using both machine shop and common hand tools.					

Notary Public Education

Notary Public Education

This seven-hour course is required for individuals to obtain a North Carolina Notary Public Commission. Both class sessions must be attended to receive credit for this course. Participants must be at least 18 years old; must reside legally in the United States and reside or work in North Carolina; must speak, read, and write English; and must possess a high school diploma or GED. Each notary public candidate must verify his/her identity by presenting a state or federal government issued photo identification document, such as an NC driver's license or a U.S. passport.

Students must acquire and review the required manual Notary Public Guidebook for North Carolina 10th ed. before class begins. The manual is available in the MCC General Store or directed through the NC Dept. of the Secretary of State at www.sosnc.com. ISBN# 978-1-56011-480-2

Notary Public Education	\$65+	9 AM-4:30 PM	SAT	8/17	Camp
Notary Public Education	\$65+	5-9:30 PM	MW	9/16-9/18	Camp
Notary Public Education	\$65+	9 AM-12 PM	F	10/18-10/25	Camp

eNotary

An applicant who wishes to become an eNotary in NC must hold a valid commission as a notary public in NC. The notary must successfully complete the eNotary three-hour course of instruction and pass the course with at least an 80% passing rate on the final exam. The course includes the following topics: The NC Electronic Notary Act, eligibility and registration, the NC Notary Act, electronic notary processes, technology solutions/providers, ethics as they pertain to electronic notarizations, consequence of misconduct, security standards, best practices and departmental recommendations. Students must purchase the Electronic Notarization Manual from the N. C. Department of the Secretary of State at www.sosnc.com or 919.807.2295. ISBN# 978-0-9798170-0-7

eNotary	\$65+	9 AM-4:30 PM	W	12/4	Camp
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Continuing Education Schedule of Classes

Personal Enrichment

Develop a new hobby, hone your skills, or simply get out and meet new people in one of these Personal Enrichment courses. Self-supporting classes are refundable only when the class is canceled by the college. Advance registration is recommended.

Introduction to Beekeeping	\$25	7-9 PM	M - 1st class only	8/19-10/12	TBA
SAT - all other classes					
Course designed for beginning or seasoned beekeepers consisting of an overview of beekeeping, its significance and rewards. Topics include preparation, equipment, clothing, and tools required for beekeeping. Information on diseases and treatments, and hands-on experience with pesticide use and regulations. The class will visit local bee yards. A textbook is required.					
Multimedia Art					
Students may choose any medium from which to work including oils, acrylics, watercolor and pencil. This class is designed for beginning through advanced students.					
Multimedia Art	\$45	9:30 AM-2:30 PM	T	8/6-10/01	103B
Multimedia Art	\$45	9:30 AM-2:30 PM	T	10/22-12/17	103B
Ceramics: Handbuilding	\$65+	6:30-9:30 PM	M	9/30-12/2	301
Learn to make ornaments, decorations, jewelry or other special clay items. If you enjoy working with your hands and doing crafts you will enjoy this class. No special skills are needed, so if you have never played in the clay or if you have been doing it for years you can still have fun. An additional supply fee will be charged in class payable to the instructor.					

QuickStart Photoshop Elements 2					
Digital Photo Editing	\$65	9 AM-3 PM	F	9/27	141
QuickStart Photoshop Elements 2					
Digital Photo Editing	\$65	9 AM-3 PM	F	11/1	141
Quilting	\$60	5:30-7:30 PM	Th	9/19-11/7	103B
Increase your overall understanding of quilting terms and processes as you build upon your quilting skills. Learn modern or traditional quilting methods. Beginners and those with some experience will benefit by sharing as they build skills at all levels. Students should bring a portable sewing machine to class.					

Real Estate Broker Continuing Education

The NC Real Estate Commission requires all licensed real estate brokers to take both a Real Estate Update course and at least one elective. Students may take one or both topics for a single registration fee. (Those over 65 are eligible for the registration fee waiver.) All course materials are included in the fee.

Real Estate Continuing Education	\$70	8 AM-5 PM	SAT	9/21	Campus
Real Estate Update 13-14		8 AM-12 PM			
Elective: Sustainable Housing: Building Green		1-5 PM			
Real Estate Continuing Education	\$70	8 AM-5 PM	SAT	12/7	Campus
Real Estate Update 13-14		8 AM-12 PM			
Elective: Sustainable Housing: Building Green		1-5 PM			

Continuing Education Schedule of Classes

Skilled Trades: Industrial & Manufacturing

HVAC

The evening HVAC certificate program is divided into six courses spread out over six semesters and taken in the following sequence:

- 1) Fall Semester: Fundamentals
- 2) Spring Semester: Principles of Refrigeration
- 3) Summer Semester: Air Conditioning Systems
- 4) Fall Semester: Heating
- 5) Spring Semester: Heating and Air Conditioning
- 6) Summer Semester: Advanced Heating and Air Conditioning

HVAC: Air Conditioning Systems \$175 5-9:30 PM TTh 8/19-12/17
This course covers the installation procedures, system operations, and maintenance of residential and light commercial comfort cooling systems. Topics include terminology, component operation and testing and repair of equipment used to control and produce assured comfort levels. Upon completion, students should be able to use psychometrics, manufacturer specifications, and instruments to determine proper system operation.

NATE Certification Testing \$125
Scheduled for groups. Contact Ed Hinson at MCC (hinsone@montgomery.edu) if you are interested in sitting for the NATE Certification test or need to arrange NATE testing for a group.

Industrial Skills

Intro to Hydraulics and Pneumatics \$175 6-10 PM MW 9/16-10/21 Car
Topics include standard symbols, pumps, control valves, control assemblies, actuators, pneumatic system maintenance procedures, and switching and control devices. Upon completion, students should be able to understand the operation of a fluid power system including design, application and troubleshooting.

OSHA Compliance 10 Hour Course \$65 8-11:20 AM M 10/7-10/21 Car
Learn how to read the Federal OSHA regulations and the procedures utilized during the OSHA inspection process. Learn about the top ten OSHA citations. Course covers: lock out tag out procedures, electrical safety regulations, personal protective equipment utilization, walking and working surfaces, OSHA record keeping, means of egress, forklift regulations and machine guarding regulations. Each participant will receive a CD containing OSHA regulations and examples of violations as well as a certificate upon successful completion of this course. An optional laminated wallet card from OSHA is also available at a cost of \$5 payable to the MCC business office.

Welding

The Welding program is designed to provide students with the skills necessary to pursue one or more welding certifications and to exit the program job ready. The first courses listed in our current schedule are designed to serve both the beginning student and those with some experience.

Introduction to Welding

This course is designed to teach the fundamentals of welding and cutting. This course covers safety, oxy-acetylene welding, torch cutting, arc welding, MIG and TIG welding. By the end of the course students will have entry-level knowledge of the welding process and the skill required to take the Certification Preparation course.

Intro to Welding: MIG, TIG, & Stick	\$196.60	8 AM-4:30 PM	MT	9/9-11/5
Intro to Welding: MIG, TIG, & Stick	\$196.60	6-10 PM	MTW	9/9-11/20

Welding Certification Preparation

This course is designed to prepare students for the American Welding Society's welding certification. This course is open to experienced welders or students who have successfully completed the MCC Introduction to Welding course.

Welding Certification Preparation	\$196.60	8 AM-4 PM	SAT	8/24-11/16
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Electrical grads grab great jobs

How many college graduates can say they have a job in their field of study before they graduate?

MCC Electrical Systems Technology (EST) students Adam Loflin, Sam Phoumynavong and Aaron Sasser can. In fact, the entire EST graduating class had jobs when they left the hallowed halls of MCC.

SURPRISES HERE

According to EST program head, Art Furr, this is not just a fluke. The program boasts a 100% employment rate for graduates. What's their secret? According to Furr, he makes employment the goal for all his second year students.

PERFORMANCE IS KEY

The students know that their performance in class is key to getting the job they want. The program is heavily hands-on, and Furr keeps extensive lab logs, sharing this information with prospective employers.

"Every single one of my graduates who wants to work, gets a job," Furr said.

Of course it is not to discount the fact that MCC's EST students are bright, hard working

individuals. Adam Loflin is now working for Progress Energy, Sam Phoumynavong works for Sudekor in Biscoe, and Aaron Sasser works for Wright Foods in Troy.

SKILLS IN DEMAND

The skills students learn in the EST program are in demand by employers. According to a 2012 Skills Survey taken by the NC Association of Workforce Development Boards, skilled trades topped the list of occupational skills in short supply.

FOR MORE INFORMATION CALL (910) 576-6222, EXT. 228 OR VISIT WWW.MONTGOMERY.EDU/ELECTRICAL-SYSTEMS-TECHNOLOGY-HOME.HTML

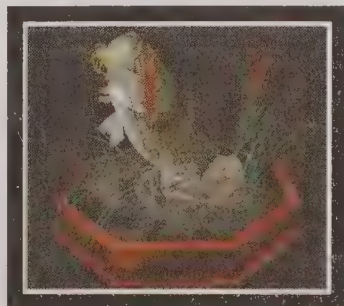


Taxidermy classes offered evenings

Whether you're tired of paying someone else to mount your prize specimens or you're

looking for a way to make a living doing something you really love, MCC's Taxidermy program provides the training you need to produce high-quality, realistic mounts, and we do it to fit your schedule.

- 🐾 Earn a fish, mammal or bird taxidermy certificate in two semesters in convenient evening classes.
- 🐾 Earn a taxidermy diploma in a year taking classes only three days a week.
- 🐾 Enjoy learning from some of the best taxidermists in the industry and discover the difference our techniques make in your individual work.



PROGRAM OPTIONS



- Associate in Applied Science Degree
- Diploma
- Air Conditioning Certificate
- Heat Pump Certificate
- Heating Certificate

COURSES OF INTEREST



- Residential System Design
- Heat Pump Technology
- HVAC Duct Systems I
- HVAC Building Codes
- DC/AC Electricity
- Algebra/Trigonometry I

FAST FACTS

34%

According to the U.S. Department of Labor, the employment outlook for HVAC technicians is expected to grow by 34% by the year 2020, noting that the field is growing "much faster than average."

\$34,528

According to the NC Division of Employment Security, the estimated average salary for NC HVAC technicians is \$34,528/year.

20



New Air Conditioning, Heating & Refrigeration degree

MCC announces its newest associate degree program: Air Conditioning, Heating & Refrigeration Technology. The college also offers an HVAC certificate through Continuing Education. What is the difference between the two programs?

- ☼ Students enrolled in the degree program earn college credits toward an associate degree. Students in the HVAC program build skills but do not earn college credit.
- ☼ Students in both programs are eligible to take the NATE and CFC certifications upon successful completion of the classes
- ☼ Students who successfully complete either program will qualify for entry-level employment as HVAC technicians.
- ☼ Students who successfully complete the degree program will be able to assist in the start up and maintenance of residential and advanced commercial HVAC systems.

FOR MORE INFORMATION

Contact Edwin Hinson at (910) 576-6222, extension 231 or e-mail hinsone@montgomery.edu.

Financial aid is available. Go to www.fafsa.gov to apply.

START WITH EARTH



FINISH WITH A CAREER

The MCC Pottery program teaches
how to make a masterpiece and make a living.

Contact Mike Ferree to learn more:
ferreem@montgomery.edu
910-576-6222 ext. 238



MONTGOMERY.EDU

A BLAST FROM YOUR PAST

Starring all your favorite local "celebrities."

THE GONG SHOW

DINNER • SHOW • DRAWING

Proceeds benefit the Montgomery Community College Foundation to provide student scholarships, grants and operations of the MCC Foundation.

www.montgomery.edu/events.html

WHERE: James Garner Center, 210 Burnette Street, Troy

WHEN: Saturday, September 21st at 6:00 p.m.

WHY: Do we really need a reason to have fun?

How: Tickets can be purchased from any MCC employee or from the Foundation Office. Contact Gay Roatch at (910) 576-6222, ext. 209 or e-mail roatchg@montgomery.edu



office administration office administration - legal concentration

You can gain the skills to prepare for a career in any office setting with a degree, diploma or certificate in Office Administration, or Office Administration - Legal Concentration.

- Earn your degree in the classroom or entirely online.
- Courses like Legal Terminology, Business Law and Legal Transcription prepare you for entry level positions in a legal office.
- The Legal Concentration offers a fast track online certificate that can be completed in a single semester.
- Office Administration skills can be adapted to any office setting including government, medical, industrial, or business offices.
- Other certificate options include an Office Administration Certificate and a Professional Office Technology Certificate, both of which can be taken days, evenings or entirely online.



FIND OUT MORE

Contact Wanda Jackson at (910) 576-6222, ext. 206 or e-mail jacksonw@montgomery.edu

Small Business Center Seminars

The Small Business Center is a resource provided by the State of North Carolina and Montgomery Community College to help small businesses succeed. We provide confidential business counseling services, business skills seminars and access to vital resources and information, all free of charge. Certificates will be provided to all seminar attendees. Advance registration for Small Business Center seminars is recommended as seminars with less than three advance registrations may be canceled. To make an appointment for services, for more information, or to register for seminars, please contact Richard Hinson at (910) 576-6222, extension 216, or at hinsonr@montgomery.edu

All Small Business Center seminars are free of charge. For seminar locations, please inquire at registration or visit the Small Business Center website at www.montgomery.edu/small-business-center.html.

How to Start a Business

How to Start Your Own Business	Free	6-9 PM	Th	9/19	TBA
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Learn the basics required to start your own business with minimum risk and limited investment. Analyze potential opportunities to use your skills and resources to start a business. Learn the importance of developing a written business plan before starting your business venture.

How to Write a Business Plan

Many businesses fail each year because the owner did not take the time to evaluate the plan on paper. What are your special talents and skills? Learn to assess them based on your habits and lifestyle preferences to determine if your business idea will work for you. Discover how to create a marketing plan and a cash flow analysis to evaluate the potential success of your business idea. Learn the financial advantages of starting your business without quitting your present job to allow you to pay your bills while your business grows.

How to Write a Business Plan	Free	6-9 PM	T	9/24	TBA
How to Write a Business Plan	Free	1:30-4:30 PM	Th	11/7	TBA

Financing Your Business

Discover how a strong business plan can help you obtain financing for your business startup. Delve into various funding sources for business ventures. Identify ways to evaluate your financing options and ways to improve your chances of getting the funding to start and operate your business. Find out how the Small Business Technology Development Center (SBTDC) and the Small Business Administration (SBA) can help you in this important process.

Financing Your Business Venture	Free	6-9 PM	Th	10/3	TBA
Financing Your Business Startup	Free	6-9 PM	Th	11/21	TBA

Marketing for Success

Discover marketing techniques and inexpensive advertising ideas that can help a small business prosper. Evaluate your competition and increase your share of the market. Explore marketing systems using the Internet. Both small business owners and entrepreneurs will benefit from these fresh marketing ideas.

Marketing Your Business	Free	1:30-4:30 PM	W	10/9	TBA
Marketing Your Business	Free	6-9 PM	Th	11/14	TBA
Hands-on Facebook Marketing	Free	1:30-4:30 PM	M	9/30	TBA

Learn through hands-on demonstrations how you can effectively market your products or services on Facebook. During this class, Internet marketing expert Teresa Love will set up a Facebook page and demonstrate the basics of establishing the identity of your business, listing your products or services, and providing potential customers with an opportunity to place orders and make payments with your business. Learn how Facebook marketing can help your business generate sales by reaching a multitude of Facebook users all over the country.

Small Business Center (910) 576-6222, ext. 216

Inexpensive and Creative Ways to Market Your Small Business Free 6-9 PM Th 10/10 TBA

Would you rather eat live insects than market your small business? Learn new, inexpensive, fun and creative ways to market your products or services. Find out how to overcome common obstacles that may be holding you back. Bring your business cards if you have some but don't worry if you don't. You'll leave with new ideas to grow your business, increase your visibility and connect with your community.

Social Media Marketing Strategies
Twitter, Facebook, YouTube & More Free 1:30-4:30 PM M 10/28 TBA

Learn the latest marketing strategies to attract more customers and increase your sales with less work and expense through the power of social media on the Internet. Learn how to connect with customers and prospects, how to generate more leads, and how to be perceived as the expert in your field. Examine ways to increase your revenues, reduce your marketing expenses and get the word out about your business with social media marketing. Discover methods to create a following with Twitter, Facebook, YouTube and other social media sites that will have people talking about your business.

Setting Up a Business Website Free 1:30-4:30 PM M 11/11 TBA

Business owners and prospective entrepreneurs will be guided through the process of developing a business website including the concepts of effectively marketing your products or services on your website. Learn how to set up a shopping cart to allow Internet customers to purchase your products or services online. Discover how several different payment processors work and learn the advantages and disadvantages of each one. Learn the basic principles of search engine optimization to help you attract more potential customers to your website.

Montgomery County GIS Overview Free 1:30-4:30 PM M 11/4 TBA

This seminar contains useful information to business owners or entrepreneurs who wish to analyze market data for their small business. Use the Montgomery County Geographic Information System (GIS) to obtain detailed information concerning specific pieces of property within the county. Participants will receive hands-on instruction using this free website to determine the boundaries, legal ownership, tax value and other valuable facts about specific pieces of property.

Selling to the Federal Government - NCMBC Overview Free 1:30-4:30 PM W 10/23 TBA

The North Carolina Military Business Center (NCMBC) connects small and mid-size businesses with military and other federal business opportunities. The NCMBC will provide an overview of its services and explain how to evaluate military and other federal business opportunities. NCMBC services include: a business assistance team that finds opportunities, notifies businesses and helps them develop winning proposals; running the State's official, FREE web portal, www.MatchForce.org, which automatically matches NC businesses to federal opportunities; and conducting strategic initiatives to position North Carolina businesses to win future military contracts.

Bookkeeping and Taxes

Legal Considerations for Small Business Owners Free 6-9 PM T 10/1 TBA

Learn the advantages and disadvantages of the basic types of business structures. Learn how much legal protection you need to conduct business, how to design a basic contract to ensure that you will receive prompt payment for your products or services, and evaluate the basic legal needs of your small business through open discussion with an experienced attorney.

Legal Strategies for Business Owners

for Major Life and Death Issues	Free	6-9 PM	T	10/15	TBA
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Learn how having basic legal documents in place can protect you from financial disaster such as Power of Attorney, Healthcare Power of Attorney, Living Will, Key Person Insurance, Testamentary Will, Trust for Minor Children, and Business Agreements as to Death or Withdrawal. Evaluate your basic legal needs to prepare for your future and protect yourself and your heirs from physical and financial hardship through open discussion with an experienced attorney.

Accounting, Financial Planning & Taxes	Free	6-9 PM	Th	10/24	TBA
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Are you a do-it-all-yourself business owner? Do you have great people skills but wish you had a better grasp on your finances? Whether you do it yourself or have an accountant, this seminar will help you better understand the financial operations of your business. Learn to analyze supply and equipment costs, profit/loss statements, break-even points, and cash flow, which can help generate more opportunities for profit. Gain understanding about advantages and disadvantages of certain business structures and how this affects your tax rates, schedules and strategies. Learn how to utilize a business plan to improve your cash flow.

Small Business Record Keeping & Taxes	Free	6-9 PM	T	10/29	TBA
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Learn to analyze start-up costs, break-even points, cash flow, supply costs, equipment costs, operating costs and profit/loss opportunities. Learn small business tax rates, tax schedules and tax strategies. Learn the advantages and disadvantages of the various types of small business structures. Learn how to utilize your business plan to operate within your budget.

Investment Planning Strategies	Free	5:30-7 PM	T	11/26	TBA
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Learn the basic principles of saving and investing along with more specific strategies to help you reach your long-term financial goals. Delve into the differences in the major types of investments including stocks, bonds and mutual funds. Learn investment terminology. Discover the importance of asset allocation. Explore specific strategies to minimize risk and tax liability while maximizing retirement savings. Evaluate your retirement planning needs through open discussion with an experienced financial advisor.

How to Raise Your

Credit Score to 740 Points	Free	6-9 PM	T	10/8	TBA
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Using several proven methods, you can increase your credit score significantly within 60 days. Your credit score not only determines whether or not you can obtain a loan but may also determine the interest rate, your insurance premiums and your utility service deposits. Learn how to read a credit report and what factors are used in calculating your FICO or Beacon Score. Learn legal tricks credit bureaus do not reveal concerning how to raise your credit score simply by the way you use your credit cards, treat inquiries, make payments and carry balances.

Successful Business & Entrepreneurship Skills

Business Management

Computer Networking Strategies	Free	7-9:30 PM	T	11/19	TBA
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This seminar is designed to show business owners and entrepreneurs how to reduce operating costs and increase their profits by networking computers and printers within your organization. Learn how to set up a computer network to share equipment, files and folders. Learn how to manage the security of a computer network. Learn the differences in networking computers on Windows XP, Windows Vista and Windows 7. Live demonstrations will be utilized to enhance this classroom learning experience.

Communication

Effective Communication Strategies for Entrepreneurs	Free	1:30-4:30 PM	M	9/9	TBA
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Effective communication skills are some of the most powerful business tools you can possess. Discover how to communicate more effectively with both coworkers and customers. Gain tips for better written, one-on-one, and group communication. Whether employer or employee, this seminar is a must for understanding the dynamics and power of effective communication.

Time Management for Business

Owners – How to Get It All Done	Free	1:30-4:30 PM	T	10/22	TBA
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This seminar is recommended for business owners and entrepreneurs who need to improve their focus on the major objectives of their business. Do you ever get it all done? Would you like to get a grip on where your time goes, how to get more done in the time you have and STILL HAVE TIME FOR YOURSELF? This seminar can help you get the most out of your time by showing you how to better handle the tasks, people and stuff in life that control your time. This program will include: how to determine what “all” really is; understanding how much time you have; planning on purpose and planning with a purpose; setting and tracking priorities to determine if you are trying to do too much; timelines and deadlines; how to do three things at once; what to do in times of crisis and conflict; how to handle the information avalanche; and getting it done while still having a life. The presenter, Mike Collins, is an entrepreneur who has personally started eight small businesses. His genuine desire to help people and his sense of humor combine to make his presentations an overwhelming success every time.

Seven Essential Skills of a

Successful Business Owner	Free	6-9 PM	T	10/22	TBA
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This seminar is designed to provide business owners and entrepreneurs with the crucial management skills that they need to successfully operate all aspects of their business. Learn how to create a workable strategy for growing your business, how to develop a sales and marketing program that works and how human resource issues can cost you more than any other part of your business. Learn key elements of financial management, how to stay on the right side of legal issues, how technology advancements can allow you to grow your business and how to manage your time, energy and focus to get more done. Learn how to cope with everyday stress and distractions. The presenter, Mike Collins, is an entrepreneur who has personally started eight small businesses. His genuine desire to help people and his sense of humor combine to make his presentations an overwhelming success every time.

Managing Change -

Who Moved My Cheese?	Free	9 AM-3 PM	T	12/10	TBA
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Business owners and entrepreneurs can learn how to deal with change using the principles described by Spencer Johnson in his book titled Who Moved My Cheese? These principles can help you improve your ability to adapt to change, provide guidelines for analyzing how to deal with change, and increase your productivity and the quality of your work in spite of change. Lin Mitchell is a dynamic speaker and an experienced group facilitator with contagious enthusiasm and a very positive attitude. Her pleasant personality, tireless enthusiasm, and willingness to help provide her audience with individual solutions to promote excellence and achieve good results in their personal endeavors. This seminar is an NC Board of Funeral Service approved five-hour continuing education course.

Course Title	Price	Time	Day	Date	Location
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Supervision

Strategies for Effective Supervision	Free	1:30-4:30 PM	M	10/21	TBA
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For small business owners who would like to improve their supervisory skills or the effectiveness of their supervisors’ skills. Many business owners supervise employees without any management training, or they promote supervisors from the production floor or office pool without supervisory training. This seminar will provide you with the basic techniques to be effective. You will learn the principles of managing employees in a way that will allow you to earn their respect and cooperation. You will learn how to communicate effectively with employees and with management, how to develop your listening skills in order to find the true cause of a problem and how to resolve conflicts between employees under your supervision.

Career and College Readiness (GED and Adult High School)

Classes are offered for the adult who desires to complete studies for the GED or to review reading, math, and English skills. Instruction is available to the non-reader. Instruction is individualized and students progress at their own pace.

Before enrolling in a class, an individual must attend a registration/orientation session. Minors (16-17 years of age) may enroll in the program but need to obtain a Minor Release Form to be completed by a parent or legal guardian and the Board of Education before registering. For further information please contact Kathy Garner-Smith, Career and College Readiness Coordinator, at 910-576-6222 extension 236.

All Career and College Readiness (GED and Adult High School) classes are free.

Students interested in the GED or Adult High School programs may attend any of the following registration/orientation sessions.

Registration & Orientation

Tuesdays, 9:00 AM or 5:30 PM, Room 149

Other registration times will be by appointment only. Please contact Jamie Kellis at (910) 576-6222, extension 254 to set up an appointment.

Adult Basic Education (ABE) /General Education Development (GED)

Berry (Math Lab)	9 AM-12 PM	F	8/23-12/13	138
Douglas (Managed Class)	8:30 AM-12:30 PM	MTWTH	8/19-12/12	138
Adams (TBA)	6-9 PM	MTWTH	8/19-12/12	138
Douglas (Open Lab)	12:30-3 PM	MTWTH	8/19-12/12	138
Lewis	5-8 PM	MW	8/19-12/11	Highland Center
Cassell	5:30-8:30 PM	TTH	8/20-12/12	Star Elementary

GED ONLINE & FAST TRACK

*Must be Eligible

Douglas (Online)	Online	Online	8/16-12/31	Online
Thompson (Fast Track)	9 AM-1 PM	SAT	8/18-12/15	138

Adult High School

Official Transcripts Required

McIntyre	8:30 AM-12:30 PM	MTWTH	8/19-12/12	TBA
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*Decision made after registration. Certain qualifications are required.

Clases de Inglés (gratis)

Le gustaría usted, o conoce alguien a quien le gustaría . . .

- ¿Aprender inglés de una manera práctica y entretenida con profesores expertos en ESL?
- ¿Mejorar su habilidad de comunicarse y entender inglés en diferentes situaciones (como en la escuela, el centro de trabajo, bancos, tiendas, etc.)?
- ¿Mejorar sus oportunidades de comunicarse y encontrar trabajo?

Ésta es una gran oportunidad para usted, su familia y sus amigos. Las clases se acomodan a todos los estudiantes — principiantes, intermedios y avanzados — y son completamente gratis. Puede empezar en cualquier momento durante el semestre. Puede traer a sus niños, si es necesario.

Llame al 910-576-6222 ext. 249 para obtener mayor información. En cuanto escuche la contestadora automática, marque 249 para español. Si no estamos cuando llame, por favor deje su nombre y número para llamarle luego. Por favor, comparta esta infamación con sus familiares, amigos y compañeros de trabajo. Maestro principal: Abraham Encinas, MA

English as a Second Language

Would you like, or do you know anyone who would like to . . .

- Learn English in a fun and practical way with experienced teachers?
- Improve reading and writing skills in English?
- Improve skills with regard to communication in the workplace, schools, and community agencies? This is a great opportunity for you, your family, and your friends. The classes adapt to students of all levels — beginning, intermediate, and advanced — and are completely free. You can begin at any time during the semester. If necessary, you may bring your children. Call 910-576-6222 ext. 249 for more information. If we are not here when you call, please leave your name and number, and I will return your call as soon as I can. Please share this information with your relatives, friends, and co-workers. Lead instructor: Abraham Encinas, MA

Encinas-Torres	9 AM-12 PM	MW	8/19-12/11	7th Day Adventist Church, Biscoe
Encinas-Torres	5-8 PM	MW	8/19-12/11	Old EMS Bldg. Candor
Encinas-Torres	9 AM-12 PM	TTH	8/20-12/12	Old EMS Bldg. Candor
Encinas-Torres	5-8 PM	TTH	8/20-12/12	7th Day Adventist Church, Biscoe
Leal	5:30-8:30 PM	MTH	8/19-12/12	Ebenezer Church, Biscoe
Best	5-8 PM	MF	8/19-12/13	First Baptist Church, Biscoe
Best	11 AM- 2 PM	TTH	8/20-12/12	Belford Baptist Church, Belacres
Best	5-8 PM	TTH	8/20-12/12	Belford Baptist Church, Belacres
TBA	TBA	TBA	8/19-12/13	West Montgomery HS
TBA	TBA	TBA	8/19-12/13	Rios de Agua Viva Church, Troy
TBA	TBA	TBA	8/19-12/13	Star Municipal Building

For classes in Star, Mount Gilead and Troy, please call (910) 576-6222, extension 249 if interested. Eight (8) students minimum to open any of these classes.

Para iniciar las clases en Star, Troy y Mount Gilead, se necesitan siete o más alumnos. Si usted o más personas están interesadas, por favor llámenos al (910) 576-6222 ext. 249.

Curriculum Schedule of Classes

Registration

Registration is July 22 on the hour
9:00 AM, 10:00 AM, 11:00 AM, 12:00 PM, 4:00 PM, 5:00 PM & 6:00 PM

- **New or former students** (students who were not enrolled in the Spring or Summer Semester 2013) should go to the Student Union to begin the registration process.
- **Returning students** (students who were enrolled in the Spring or Summer Semester 2013) who have not paid tuition and fees for Fall Semester 2013 should see their advisor prior to registering.

Academic Calendar

Fall Semester 2013

July 22.....	Open registration for curriculum students
August 19	Classes begin
August 28	Last day for partial tuition refund
September 2	Labor Day holiday
October 14 - 15.....	Fall break
October 16.....	Mid-term
October 17.....	2nd 8-week session begins
October 28 - November 7.....	Advising for spring semester (current students)
November 1.....	Financial Aid priority deadline for spring semester
November 11 - 22.....	Spring registration by appointment (new students)
November 13.....	Last day to drop a course with a "W"
November 26 - 30.....	Thanksgiving holiday break
December 17	Term ends

New Student Information

If you have never attended Montgomery Community College, you may follow these steps to help you get started:

1. Submit a completed admission application (available at www.montgomery.edu, or pick one up at MCC.)
2. Request official transcripts from your high school, GED testing center, and any other colleges or universities attended.
3. Take the COMPASS assessment. Visit www.montgomery.edu and click on "Students" and "Testing" for a schedule of COMPASS assessments.
4. Apply for financial aid (if desired). Visit www.montgomery.edu and click on "Students" and "Financial Aid" for a step-by-step application.

Curriculum Schedule of Classes

Section Key: 01-03 Day, 50-52 Evening, 90 Weekend, TBA To Be Announced, LL Learning Lab, W Online, H Highway Room, C Hybrid

Course #	Section	Course Title	Credits	Instructor	Room	Days	Time
ACA-090	01C	STUDY SKILLS	3	HOPKINS	237	TTH	12:30P-01:20P
ACA-090	02C	STUDY SKILLS	3	TBA	238	M	03:30P-05:20P
ACA-090	50C	STUDY SKILLS	3	TBA	238	TTH	05:30P-06:20P
ACA-111	1	COLLEGE STUDENT SUCCESS	1	TBA	230	M	01:00P-01:50P
ACA-111	W18A	COLLEGE STUDENT SUCCESS	1	LISA FAGAN	ONLINE		
ACA-111	W28A	COLLEGE STUDENT SUCCESS	1	LISA FAGAN	ONLINE		
ACA-122	01	COLLEGE TRANSFER SUCCESS	1	NELSON	230	TTH	08:30A-09:20A
ACC-120	1	PRINCIPLES OF FINANCIAL ACCT	4	TBA	230		
ACC-120	50	PRINCIPLES OF FINANCIAL ACCT	4	TBA	230		
ACC-120	W1	PRINCIPLES OF FINANCIAL ACCT	4	TBA	ONLINE		
AHR-110	018A	INTRO TO REFRIGERATION	5	HINSON	166/168	MTWTH	8:00A-11:50A
AHR-113	018B	COMFORT COOLING	4	HINSON	166/168	MTWTH	09:00A-11:50A
AHR-160	018B	REFRIGERANT CERTIFICATION	1	HINSON	168	T	01:00P-02:50P
AHR-211	1	RESIDENTIAL SYSTEM DESIGN	3	HINSON	166/168	MW	01:00P-02:50P
ANT-220	1	CULTURAL ANTHROPOLOGY	3	TBA	TBA	TBA	TBA
ART-111	W1	ART APPRECIATION	3	LEVENTIS	ONLINE		
ART-283	1	CERAMICS I	3	FERREE	306	MW	02:00P-04:45P
BIO-094	1	CONCEPTS OF HUMAN BIOLOGY	4	TBA	102	M	02:00P-04:50P
BIO-094	50	CONCEPTS OF HUMAN BIOLOGY	4	TBA	101	W	02:00P-03:50P
BIO-106	1	INTRO TO ANAT & PHYS/MICRO	3	ROBINSON	101	TTH	08:30A-10:20A
BIO-111	1	GENERAL BIOLOGY	4	BUNTING	226	MW	09:30A-10:45A
BIO-111	50C	GENERAL BIOLOGY	4	ROBINSON	101	F	08:30A-11:20A
BIO-155	W1	NUTRITION	3	BUNTING	ONLINE	T	05:30P-08:20P
BIO-165	1	ANATOMY & PHYSIOLOGY I	4	BUNTING	226	MW	11:00A-12:15P
BIO-165	2	ANATOMY & PHYSIOLOGY I	4	BUNTING	101	TH	11:00A-01:50P
BIO-165	W1	ANATOMY & PHYSIOLOGY I	4	ROBINSON	ONLINE	W	02:00P-04:50P
BIO-165	50C	ANATOMY & PHYSIOLOGY I	4	GOFORTH	101	TH	05:30P-08:20P
*BIO-166	1	ANATOMY & PHYSIOLOGY II	4	ROBINSON	229	MW	11:00A-12:15P
*BIO-166	50C	ANATOMY & PHYSIOLOGY II	4	ROBINSON	102	TH	11:00A-01:50P
BUS-110	1	INTRO TO BUSINESS	3	COLLINS	230	TH	05:30P-08:20P
BUS-110	50	INTRO TO BUSINESS	3	COLLINS	230	MW	02:00P-03:15P
BUS-110	W1	INTRO TO BUSINESS	3	COLLINS	ONLINE	M	07:00P-09:50P
BUS-137	W1	PRINCIPLES OF MANAGEMENT	3	TBA	ONLINE		
BUS-240	1	BUSINESS ETHICS	3	TBA	217	TTH	11:00A-12:15P
BUS-240	W1	BUSINESS ETHICS	3	COLLINS	ONLINE		
CHM-151	1	GENERAL CHEMISTRY	4	ROCZNAK	102	WF	08:30A-11:20A
CIS-110	1	INTRO TO COMPUTERS	3	TBA	216	TTH	08:00A-09:50A
CIS-110	50	INTRO TO COMPUTERS	3	TBA	216	TH	05:30P-09:20P
CIS-110	W1	INTRO TO COMPUTERS	3	TBA	ONLINE		
CIS-110	W1H	INTRO TO COMPUTERS (14 WEEK)	3	TBA	ONLINE		
CIS-110	W2	INTRO TO COMPUTERS	3	TBA	ONLINE		
CIS-110	W2H	INTRO TO COMPUTERS (14 WEEK)	3	TBA	ONLINE		
CIS-111	1	BASIC PC LITERACY	3	TBA	217	MW	08:00A-09:20A
CIS-111	2	BASIC PC LITERACY	3	TBA	217	TTH	08:00A-09:20A
CIS-111	3	BASIC PC LITERACY	3	TBA	217	MW	10:00A-11:20A
CIS-111	50	BASIC PC LITERACY	3	TBA	217	TH	07:00P-09:50P
CIS-111	51	BASIC PC LITERACY	3	TBA	217	M	07:00P-09:50P
CIS-111	W1	BASIC PC LITERACY	3	TBA	ONLINE		
CIS-111	W1H	BASIC PC LITERACY (14 WEEK)	3	HUDSON	ONLINE		
CIS-111	W2	BASIC PC LITERACY	3	TBA	ONLINE		
CIS-111	W3	BASIC PC LITERACY	3	TBA	ONLINE		
JC-111	1	INTRO TO CRIMINAL JUSTICE	3	T WYRICK	512	MW	09:30A-10:50A
JC-111	W1	INTRO TO CRIMINAL JUSTICE	3	T WYRICK	ONLINE		
JC-112	1	CRIMINOLOGY	3	CLARK	TBA	MW	02:00P-02:50P
JC-112	W1	CRIMINOLOGY	3	R WYRICK	ONLINE		

Prerequisite course(s) required. + Corequisite course(s) required.

PLEASE NOTE: High school students are ineligible to take courses in which the course number begins with "0." (Example: NG 080)

Curriculum Schedule of Classes

Section Key: 01-03 Day, 50-52 Evening, 90 Weekend, TBA To Be Announced, LL Learning Lab, W Online, H Highway Room, C Hybrid

Course #	Section	Course Title	Credits	Instructor	Room	Days	Time
CJC-221	1	INVESTIGATIVE PRINCIPLES	4	T WYRICK	512	T TH	10:00A-11:50A 10:00A-12:50P
CJC-221	W1	INVESTIGATIVE PRINCIPLES	4	T WYRICK	ONLINE		
CJC-225	1	CRISIS INTERVENTION	3	T WYRICK	512	MW	11:00A-12:20P
CJC-225	W1	CRISIS INTERVENTION	3	T WYRICK	ONLINE		
CJC-231	1	CONSTITUTIONAL LAW	3	CLARK	TBA	M W	03:00P-04:50P 02:30P-03:50P
CJC-231	W1	CONSTITUTIONAL LAW	3	R WYRICK	ONLINE		
CJC-241	1	COMM-BASED CORRECTIONS	3	CLARK	512	TTH	02:00P-03:20P
CJC-241	W1	COMM-BASED CORRECTIONS	3	EURY	ONLINE		
COE-111	01F	CO-OP WORK EXPERIENCE I	1	STRONG	OFFSITE	F	08:00A-06:00P
COM-110	1	INTRO TO COMMUNICATION	3	VANSINDEREN	229	TTH	02:00P-03:15P
CTS-125	1	PRESENTATION GRAPHICS	3	TBA	216	MW	10:30A-12:20P
CTS-125	W1	PRESENTATION GRAPHICS	3	TBA	ONLINE		
DEN-100	1	OROFACIAL ANATOMY	2	MCALLISTER	154/175	T	01:30P-03:20P
DEN-101	1	PRECLINICAL PROCEDURES	7	MCALLISTER	154/175	MW TTH	09:00A-12:00P 10:30A-12:20P
DEN-102	01CA	DENTAL MATERIALS	5	MCALLISTER	154/175	TH F	01:30P-03:20P 08:00A-11:50A
DEN-102	01B	DENTAL MATERIALS	5	MCALLISTER	154/175	TH F	01:30P-03:20P 12:30P-04:20P
DEN-111	01C	INFECTION/HAZARD CONTROL	2	MCALLISTER	154/175	F	TBA
DMA-010	1	OPERATIONS WITH INTEGERS	1	TBA	218	TBA	TBA
*DMA-020	1	FRACTIONS AND DECIMALS	1	TBA	218	TBA	TBA
*DMA-030	1	PROPOR/RATIO/RATE/PERCENT	1	TBA	218	TBA	TBA
*DMA-040	1	EXPRESS/LIN EQUAT/INEQUAL	1	TBA	218	TBA	TBA
*DMA-050	1	GRAPHS/EQUATIONS OF LINES	1	TBA	218	TBA	TBA
*DMA-060	1	POLYNOMINAL/QUADRATIC APPL	1	TBA	218	TBA	TBA
*DMA-070	1	RATIONAL EXPRESS/EQUATION	1	TBA	218	TBA	TBA
*DMA-080	1	RADICAL EXPRESS/EQUATIONS	1	TBA	218	TBA	TBA
DRE-096	01C8A	INTEGRATED READING/WRITING	3	BEVERLY	238	MTW TH	09:30A-10:45A 09:30A-10:50A
DRE-096	50C8A	INTEGRATED READING/WRITING	3	HOPKINS	237	MW	05:30P-07:20P
*DRE-097	01C8A	INTEG READING/WRITING II	3	HOPKINS	237	MTW TH	09:30A-10:45A 09:30A-10:50A
*DRE-097	01C8B	INTEG READING/WRITING II	3	BEVERLY	238	MTW TH	09:30A-10:45A 09:30A-10:50A
*DRE-097	50C8B	INTEGR READING/WRITING II	3	HOPKINS	237	MW	05:30P-07:20P
*DRE-098	01C8B	INTEG READING/WRITING III	3	HOPKINS	237	MTW TH	09:30A-10:45A 09:30A-10:50A
ECO-252	1	PRINCIPLES OF MACROECON	3	J KENNEDY	226	TTH	12:30P-01:45P
ECO-252	W1	PRINCIPLES OF MACROECON	3	J KENNEDY	ONLINE		
EDU-119	W1	EARLY CHILDHOOD EDUCATION	4	GREENE	ONLINE		
EDU-119	50	EARLY CHILDHOOD EDUCATION	4	GREENE	136	MW	05:30P-07:20P
*EDU-144	W1	CHILD DEVELOPMENT I	3	BROWN	ONLINE		
*EDU-146	W1	CHILD GUIDANCE	3	BROWN	ONLINE		
*EDU-153	W1	HEALTH, SAFETY & NUTRITION	3	BROWN	ONLINE		
*EDU-157	90C8A	ACTIVE PLAY	3	AYERS	136	S	09:00A-11:50A
*EDU-157	W1	ACTIVE PLAY	3	GREENE	ONLINE		
*EDU-251	1	EXPLORATION ACTIVITIES	3	BROWN	136	TTH	02:00P-03:15P
EDU-251	W1	EXPLORATION ACTIVITIES	3	BROWN	ONLINE		
+*EDU-261	W1	EARLY CHILDHOOD ADMIN I	3	BROWN	ONLINE		
*EDU-271	W1	EDUCATIONAL TECHNOLOGY	3	MARLEY	ONLINE		
*EDU-275	W1	EFFECTIVE TEACHER TRAINING	2	BINNS	ONLINE		
EDU-284	50C	CHILD CAPSTONE PRACTICUM	4	BROWN	136	TH	04:00P-05:15P
ELC-112AB	1	DC/AC ELECTRICITY	2	CLARK	500	MW	03:00P-04:50P
ELC-112AB	50	DC/AC ELECTRICITY	2	CLARK	500	M	06:20P-10:10P
ELC-113	50	RESIDENTIAL WIRING	4	CLARK	500	TTH	06:00P-10:00P
ELC-115	1	INDUSTRIAL WIRING	4	FURR	500	TTH	08:00A-12:00P
ELC-126	1	ELECTRICAL COMPUTATIONS	4	CLARK	225	TTH	01:00P-02:50P
ELC-126	50	ELECTRICAL COMPUTATIONS	3	CLARK	500	W	06:00P-09:50P
ELN-132	1	ANALOG ELECTRONICS II	4	FURR	501	TTH	01:15P-04:15P
ELN-133	1	DIGITAL ELECTRONICS	4	FURR	501	MWF	08:00A-09:50A
ELN-260	1	PROG LOGIC CONTROLLERS	4	FURR	505	MW	01:15P-04:15P

Curriculum Schedule of Classes

Section Key: 01-03 Day, 50-52 Evening, 90 Weekend, TBA To Be Announced, LL Learning Lab, W Online, H Highway Room, C Hybrid

Course #	Section	Course Title	Credits	Instructor	Room	Days	Time
*ENG-080	01C	WRITING FOUNDATIONS	4	BEVERLY	238	MTWTH	02:00P-02:50P
*ENG-080	50C	WRITING FOUNDATIONS	4	TBA	229	MW	05:30P-07:20P
*ENG-090	1	COMPOSITION STRATEGIES	3	HOPKINS	237	TTH	02:00P-03:15P
*ENG-090	50	COMPOSITION STRATEGIES	3	TBA	238	MW	05:30P-06:45P
*ENG-111	1	EXPOSITORY WRITING	3	VANSINDEREN	229	TTH	09:30A-10:45A
*ENG-111	2	EXPOSITORY WRITING	3	VANSINDEREN	229	F	09:00A-11:50A
*ENG-111	3	EXPOSITORY WRITING	3	VANSINDEREN	229	MW	03:30P-04:45P
*ENG-111	50	EXPOSITORY WRITING	3	TBA	229	M	07:00P-08:15P
*ENG-111	W1	EXPOSITORY WRITING	3	TBA	ONLINE		
*ENG-111	W2	EXPOSITORY WRITING	3	TBA	ONLINE		
*ENG-111	W18A	EXPOSITORY WRITING	3	VAN SINDEREN	ONLINE		
*ENG-114	1	PROF RESEARCH & REPORTING	3	TBA	236	TTH	09:30A-10:45A
*ENG-114	W1	PROF RESEARCH & REPORTING	3	TBA	ONLINE		
*ENG-114	W18B	PROF RESEARCH & REPORTING	3	TBA	ONLINE		
*ENG-241	1	BRITISH LITERATURE I	3	VANSINDEREN	229	MW	12:30P-01:45P
FOR-121	1	DENDROLOGY	4	THOMPSON	604	MW	09:30A-12:20P
						F	10:30A-12:20P
FOR-131	1	FOREST MEASUREMENTS	3	THOMPSON	604	TTH	10:00A-12:25P
FOR-171	1	INTRO TO FOREST RESOURCES	3	THOMPSON	604	MW	08:00A-09:15A
FOR-212	1	FOREST SURVEY	3	STRONG	605	MW	12:00P-02:25P
FOR-225	1	SILVICS & SILVICULTURE	4	THOMPSON	604	TTH	02:00P-04:50P
FOR-240	1	FOREST PROTECTION	3	STRONG	605	TTH	10:40A-01:00P
FOR-285	1	LOGGING & MARKETING	3	STRONG	605	MW	08:30A-10:55A
GIS-111	W1	INTRO TO GIS	3	TBA	ONLINE		
GSM-111	1	GUNSMITHING I	6	TBA	169A	M	08:00A-03:20P
					169	T	08:00A-03:00P
GSM-111	50	GUNSMITHING I	6	TBA	169A	MT	05:00P-09:30P
					169	W	05:00P-09:15P
GSM-120	1	GUNSMITHING TOOLS	6	BERNAUER	156	W	08:00A-03:20P
						TH	08:00A-03:00P
GSM-120	50	GUNSMITHING TOOLS	6	TBA	169A	TH	05:00P-09:30P
					169	F	08:00A-03:45P
GSM-120	90	GUNSMITHING TOOLS	6	MUTARELLI	169A	F	05:00P-09:50P
					169	S	08:00A-04:50P
GSM-223	1	RIFLE STOCKMAKING	6	TBA	169/169A	WTH	08:00A-03:00P
GSM-223	50	RIFLE STOCKMAKING	6	TBA	156	TTH	03:45P-10:00P
GSM-230	1	HANDGUN TECHNOLOGY	5	BERNAUER	156	M	08:30A-03:05P
						T	08:30A-01:45P
GSM-230	50	HANDGUN TECHNOLOGY	5	DYE	156	TH	05:30P-09:30P
						F	08:00A-03:50P
HEA-110	1	PERSONAL HEALTH/WELLNESS	3	RAMING	236	MW	12:30-01:45P
HIS-121	1	WESTERN CIVILIZATION I	3	EDWARDS	226	TTH	09:30A-10:45A
HIS-121	50C	WESTERN CIVILIZATION I	3	EDWARDS	226	TH	07:00P-08:15P
HIS-121	W1	WESTERN CIVILIZATION I	3	EDWARDS	ONLINE		
HIS-131	1	AMERICAN HISTORY	3	EDWARDS	226	TTH	11:00A-12:15P
HIS-131	W1	AMERICAN HISTORY	3	EDWARDS	ONLINE		
HSE-110	1	INTRO TO HUMAN SERVICES	3	TBA	513	MW	02:00P-03:50P
HSE-110	W1	INTRO TO HUMAN SERVICES	3	FLOYD	ONLINE		
HSE-125	1	COUNSELING	3	TBA	513	MW	11:00A-12:50P
HSE-125	W1	COUNSELING	3	FLOYD	ONLINE		
HSE-160	1	HSE CLINICAL SUPERVISION I	1	TBA	513	W	10:00A-10:50A
HSE-160	W1	HSE CLINICAL SUPERVISION I	1	TBA	ONLINE		
HSE-164	1	HSE CLINICAL EXP I	4	TBA	OFFSITE	MTWTH	TBA
HSE-220	1	CASE MANAGEMENT	3	TBA	513	TTH	09:00A-10:50A
HSE-220	W1	CASE MANAGEMENT	3	TBA	ONLINE		
HSE-225	W1	CRISIS INTERVENTION	3	WALKER	ONLINE		
HUM-120	W1	CULTURAL STUDIES	3	YOUNG	ONLINE		
ISC-110	50	WORKPLACE SAFETY	1	CLARK	500	T	05:00P-05:50P
*MAT-140	1	SURVEY OF MATHEMATICS	3	ZIELSDORF	225	MW	02:00P-03:15P
*MAT-140	50C	SURVEY OF MATHEMATICS	3	ZIELSDORF	225	TH	05:30P-06:45P

* Prerequisite course(s) required. + Corequisite course(s) required.
PLEASE NOTE: High school students are ineligible to take courses in which the course number begins with "0." (Example: ENG 080)

Curriculum Schedule of Classes

Section Key: 01-03 Day, 50-52 Evening, 90 Weekend, TBA To Be Announced, LL Learning Lab, W Online, H Highway Room, C Hybrid

Course #	Section	Course Title	Credits	Instructor	Room	Days	Time
*MAT-140	W1	SURVEY OF MATHEMATICS	3	ZIELSDORF	ONLINE		
+*MAT-140A	W1	SURVEY OF MATHEMATICS LAB	1	ZIELSDORF	ONLINE		
*MAT-151	1	STATISTICS I	3	ZIELSDORF	225	TTH	03:30P-04:45P
*MAT-171	1	PRECALCULUS	4	ZIELSDORF	225	MW	09:30A-10:45A
+*MAT-171A	1	PRECALCULUS LAB	1	ZIELSDORF	225	MW	11:00A-11:50A
MED-110	W1	ORIENTATION TO MED ASSISTING	1	CAVINESS	ONLINE		
MED-118	1	MEDICAL LAW & ETHICS	2	BEAMAN	224	WF	08:30A-09:40A
MED-118	W1	MEDICAL LAW & ETHICS	2	BEAMAN	ONLINE		
MED-121	1	MEDICAL TERMINOLOGY I	3	CAVINESS	139/140	TF	10:00A-11:15A
MED-121	W1	MEDICAL TERMINOLOGY I	3	CAVINESS	ONLINE		
MED-130	1	ADMIN OFFICE PROCEDURES I	2	BEAMAN	139/140	M	09:30A-10:20A
						TH	09:00A-10:50A
MED-150	1	LABORATORY PROCEDURES I	5	CAVINESS	139/140	M	01:00P-03:30P
						W	12:30P-03:30P
						TH	01:30P-03:00P
MED-232	1	MEDICAL INSURANCE CODING	2	CAVINESS	139/140	M	08:30A-09:20A
						TW	08:30A-09:55A
MED-270	01C	SYMPTOMATOLOGY	3	BEAMAN	139/140	T	12:30P-02:20P
MED-272	1	DRUG THERAPY	3	CAVINESS	139/140	W	10:45A-12:05P
						F	08:30A-09:55A
MED-274	W1	DIET THERAPY/NUTRITION	3	VANG	ONLINE		
MEG-110A	50	TOOLS, TERMS & PROCEDURES	2	HOUSER	156	F	05:30-09:20P
MEG-114	90	BOLINO	4	HOUSER	156	S	08:00A-04:20P
MKT-120	1	PRINCIPLES OF MARKETING	3	COLLINS	230	WF	08:00A-09:15A
MKT-120	50	PRINCIPLES OF MARKETING	3	TBA	230	W	07:00P-09:50P
MKT-120	W1	PRINCIPLES OF MARKETING	3	COLLINS	ONLINE		
MKT-125	W1	BUYING AND MERCHANDISING	3	TBA	ONLINE		
MKT-220	W1	ADVERTISING & SALES PROMO	3	TBA	ONLINE		
MUS-110	1C	MUSIC APPRECIATION	3	STEPHENSON	236	M	03:30-04:45P
MUS-110	50C	MUSIC APPRECIATION	3	STEPHENSON	236	M	05:30-06:45P
MUS-110	W1	MUSIC APPRECIATION	3	CHESNUTT	ONLINE		
MUS-110	W2	MUSIC APPRECIATION	3	CHESNUTT	ONLINE		
NET-125	1	NETWORKING BASICS	3	TBA	142	M	10:00A-11:50A
						W	10:00A-12:30P
NUR-101	01C	PRACTICAL NURSING I	11	HANCOCK	228	T	09:00A-12:50P
					148/150	TH	09:00A-03:50P
					CLINIC	F	06:30A-03:20P
NUR-101	02C	PRACTICAL NURSING I	11	HANCOCK	228	T	09:00A-12:50P
					148/150	W	09:00A-03:50P
					CLINIC	TH	06:30A-03:20P
NUR-101	50C	PRACTICAL NURSING I	11	SAUNDERS	148/150	T	06:00P-09:50P
						SAT	09:00A-03:50P
					CLINIC	SUN	06:30A-03:20P
NUR-102AB	01C	PRACTICAL NURSING II	4	HANCOCK	228	T	09:00A-12:50P
					CLINIC	THF	06:30A-03:20P
NUR-102AB	02C	PRACTICAL NURSING II	4	HANCOCK	228	T	09:00A-12:50P
					CLINIC	WTH	06:30A-03:20P
NUR-102AB	50C	PRACTICAL NURSING II	4	SAUNDERS	148/150	T	06:00P-09:50P
					CLINIC	SAT/SUN	06:30A-03:20P
OST-122	1	OFFICE COMPUTATIONS	2	JACKSON	141	MW	09:30A-10:50A
OST-122	50	OFFICE COMPUTATIONS	2	BLANKENSHIP	141	TTH	05:15P-06:40P
OST-131	1	KEYBOARDING	2	JACKSON	141	TTH	08:05A-09:25A
OST-131	W18A	KEYBOARDING	2	JACKSON	ONLINE		
OST-131	W18B	KEYBOARDING	2	JACKSON	ONLINE		
OST-134	W18B	TEXT ENTRY & FORMATTING	3	PARSONS	ONLINE		
OST-136	W18A	WORD PROCESSING	3	TBA	ONLINE		
OST-155	W18A	LEGAL TERMINOLOGY	3	LISA FAGAN	ONLINE		
*OST-156	W1	LEGAL OFFICE PROCEDURES	3	LISA FAGAN	ONLINE		
OST-164	W18A	TEXT EDITING APPLICATIONS	3	JACKSON	ONLINE		
OST-184	50	RECORDS MANAGEMENT	3	BLANKENSHIP	141	MW	05:15P-07:05P
*OST-223	1	ADMIN OFFICE TRANSCRIPTION	3	JACKSON	141	TTH	10:00A-11:50A
*OST-223	50	ADMIN OFFICE TRANSCRIPTION	3	BLANKENSHIP	141	MW	07:15P-09:00P
*OST-236	W1	ADV WORD/INFO PROCESSING	3	TBA	ONLINE		
*OST-252	W18B	LEGAL TRANSCRIPTION	3	LISA FAGAN	ONLINE		
*OST-289	W18B	ADMIN OFFICE MANAGEMENT	3	LISA FAGAN	ONLINE		

Curriculum Schedule of Classes

Section Key: 01-03 Day, 50-52 Evening, 90 Weekend, TBA To Be Announced, LL Learning Lab, W Online, H Highway Room, C Hybrid

Course #	Section	Course Title	Credits	Instructor	Room	Days	Time
PCC-110	1	INTRO TO POTTERY	8	FERREE	301	MW	09:00A-04:00P
						T	09:00A-02:20P
PCC-110AC	1	INTRO TO POTTERY	4	TBA	301	F	08:00A-04:30P
PCC-110AC	50	INTRO TO POTTERY	4	TBA	301	TTH	05:00P-09:00P
PCC-111AC	50	FUNCTIONAL POTTERY I	4	TBA	301	TTH	06:00P-09:50P
PCC-114	1	RAKU	2	FERREE	306	TH	08:30A-12:20P
PCC-119	1	CLAY DESIGN: SPECIAL STUDY	2	TBA	304	TH	01:00P-04:50P
*PCC-210	1	FUNCTIONAL POTTERY II	8	TBA	304	M	8:00A-02:20P
						T	10:00A-04:30P
						W	08:00A-02:20P
*PCC-210AC	1	FUNCTIONAL POTTERY II	4	FERREE	301	F	10:00A-06:20P
PED-110	1	FIT AND WELL FOR LIFE	2	TBA	TBA	TBA	TBA
PED-171	1C	NATURE HIKING	1	ELLISON	OFF CAMPUS	S	08:00A-12:00P
					(2 CLASS MEETINGS, 8/24 & 9/21)		
PMT-110	50	INTRO TO PROJECT MANAGEMENT	3	TBA	224	M	07:00P-09:50P
PMT-111	50	PROJECT MGMT ASSESSING RISK	3	TBA	224	T	07:00P-09:50P
POL-120	W1	AMERICAN GOVERNMENT	3	TBA	ONLINE		
PSY-150	1	GENERAL PSYCHOLOGY	3	NELSON	230	MW	9:30A-10:45A
PSY-150	2	GENERAL PSYCHOLOGY	3	NELSON	230	MW	03:30P-04:45P
PSY-150	50C	GENERAL PSYCHOLOGY	3	TBA	230	M	05:30P-06:45P
PSY-150	W1	GENERAL PSYCHOLOGY	3	RAMING	ONLINE		
PSY-150	W1H	GENERAL PSYCHOLOGY	3	RAMING	ONLINE		
PSY-150	W2	GENERAL PSYCHOLOGY	3	RAMING	ONLINE		
PSY-150	W2H	GENERAL PSYCHOLOGY	3	RAMING	ONLINE		
*PSY-281	1	ABNORMAL PSYCHOLOGY	3	NELSON	230	TTH	11:00A-12:15P
*RED-090	01C	IMPROVED COLLEGE READING	4	BEVERLY	238	MTWTH	11:00A-11:50A
*RED-090	02C	IMPROVED COLLEGE READING	4	BEVERLY	238	W	03:30P-05:20P
*RED-090	50C	IMPROVED COLLEGE READING	4	TBA	238	TTH	07:00P-08:50P
REL-110	1	WORLD RELIGIONS	3	HANCOCK	224	TTH	02:00P-03:15P
REL-211	1	INTRO TO THE OLD TESTAMENT	3	HANCOCK	224	MW	11:00A-12:15P
REL-211	50C	INTRO TO THE OLD TESTAMENT	3	HANCOCK	224	W	05:30P-06:45P
REL-211	W1	INTRO TO THE OLD TESTAMENT	3	HANCOCK	ONLINE		
REL-212	1	INTRO TO THE NEW TESTAMENT	3	HANCOCK	224	TTH	03:30P-04:45P
REL-212	W1	INTRO TO THE NEW TESTAMENT	3	HANCOCK	ONLINE		
SAB-110	W1	SUBSTANCE ABUSE OVERVIEW	3	WALKER	ONLINE		
SOC-210	1	INTRO TO SOCIOLOGY	3	NELSON	230	TTH	09:30A-10:45A
SOC-210	W1	INTRO TO SOCIOLOGY	3	SAVCHAK	ONLINE		
SOC-220	W1	SOCIAL PROBLEMS	3	TBA	ONLINE		
SPA-111	01H	ELEMENTARY SPANISH	3	TBA	267	TTH	11:10A-12:30P
SSM-111	W1	GUN SHOP MANAGEMENT	3	LEN FAGAN	ONLINE		
TXY-101	1	FISH TAXIDERMY	12	ADAMS	162	MTW	08:00A-04:00P
TXY-101AB	50	FISH TAXIDERMY	6	SPEER	162	MTW	6:00P-10:00P

INTERNET COURSES

ACA-111	W1	COLLEGE STUDENT SUCCESS	1	TBA	ONLINE
ACA-111	W2	COLLEGE STUDENT SUCCESS	1	TBA	ONLINE
ACC-120	W1	PRINCIPLES OF FINANCIAL ACCT	4	TBA	ONLINE
ART-111	W1	ART APPRECIATION	3	LEVENTIS	ONLINE
BIO-155	W1	NUTRITION	3	BUNTING	ONLINE
BIO-165	W1	ANATOMY & PHYSIOLOGY I	4	ROBINSON	ONLINE
BUS-110	W1	INTRO TO BUSINESS	3	COLLINS	ONLINE
BUS-137	W1	PRINCIPLES OF MANAGEMENT	3	TBA	ONLINE
BUS-240	W1	BUSINESS ETHICS	3	TBA	ONLINE
CIS-110	W1	INTRO TO COMPUTERS	3	TBA	ONLINE
CIS-110	W1H	INTRO TO COMPUTERS (14 WEEKS)	3	TBA	ONLINE
CIS-110	W2	INTRO TO COMPUTERS	3	TBA	ONLINE
CIS-110	W2H	INTRO TO COMPUTERS (14 WEEKS)	3	TBA	ONLINE
CIS-111	W1	BASIC PC LITERACY	3	TBA	ONLINE
CIS-111	W1H	BASIC PC LITERACY (14 WEEK)	3	HUDSON	ONLINE
CIS-111	W2	BASIC PC LITERACY	3	TBA	ONLINE
CIS-111	W3	BASIC PC LITERACY	3	TBA	ONLINE
CJC-111	W1	INTRO TO CRIMINAL JUSTICE	3	T WYRICK	ONLINE

* Prerequisite course(s) required. + Corequisite course(s) required.
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ENG 080)

Curriculum Schedule of Classes

Section Key: 01-03 Day, 50-52 Evening, 90 Weekend, TBA To Be Announced, LL Learning Lab, W Online, H Highway Room, C Hybrid

Course #	Section	Course Title	Credits	Instructor	Room	Days	Time
CJC-112	W1	CRIMINOLOGY	3	R WYRICK	ONLINE		
CJC-221	W1	INVESTIGATIVE PRINCIPLES	4	T WYRICK	ONLINE		
CJC-225	W1	CRISIS INTERVENTION	3	T WYRICK	ONLINE		
CJC-231	W1	CONSTITUTIONAL LAW	3	CLARK	ONLINE		
CJC-241	W1	COMMUNITY-BASED CORRECTIONS	3	EURY	ONLINE		
CTS-125	W1	PRESENTATION GRAPHICS	3	TBA	ONLINE		
ECO-252	W1	PRINCIPLES OF MACROECONOMICS	3	J KENNEDY	ONLINE		
*EDU-144	W1	CHILD DEVELOPMENT I	3	BROWN	ONLINE		
*EDU-146	W1	CHILD GUIDANCE	3	BROWN	ONLINE		
*EDU-153	W1	HEALTH, SAFETY & NUTRITION	3	BROWN	ONLINE		
*EDU-158	W1	HEALTHY LIFESTYLES - YOUTH	3	TBA	ONLINE		
*ENG-111	W1	EXPOSITORY WRITING	3	TBA	ONLINE		
*ENG-111	W18A	EXPOSITORY WRITING	3	VANSINDEREN	ONLINE		
*ENG-111	W2	EXPOSITORY WRITING	3	TBA	ONLINE		
*ENG-114	W1	PROF RESEARCH & REPORTING	3	TBA	ONLINE		
*ENG-114	W18B	PROF RESEARCH & REPORTING	3	TBA	ONLINE		
GIS-111	W1	INTRO TO GIS	3	TBA	ONLINE		
HIS-121	W1	WESTERN CIVILIZATION I	3	EDWARDS	ONLINE		
HIS-131	W1	AMERICAN HISTORY	3	EDWARDS	ONLINE		
HSE-110	W1	INTRO TO HUMAN SERVICES	3	FLOYD	ONLINE		
HSE-125	W1	COUNSELING	3	FLOYD	ONLINE		
HSE-160	W1	HSE CLINICAL SUPERVISION I	1	TBA	ONLINE		
HSE-220	W1	CASE MANAGEMENT	3	TBA	ONLINE		
HSE-225	W1	CRISIS INTERVENTION	3	WALKER	ONLINE		
HUM-120	W1	CULTURAL STUDIES	3	YOUNG	ONLINE		
*MAT-140	W1	SURVEY OF MATHEMATICS	3	ZIELSDORF	ONLINE		
*MAT-140A	W1	SURVEY OF MATHEMATICS LAB	1	ZIELSDORF	ONLINE		
MED-110	W1	ORIENTATION TO MED ASSISTING	1	CAVINESS	ONLINE		
MED-118	W1	MEDICAL LAW & ETHICS	2	BEAMAN	ONLINE		
MED-121	W1	MEDICAL TERMINOLOGY I	3	CAVINESS	ONLINE		
MED-274	W1	DIET THERAPY/NUTRITION	3	VANG	ONLINE		
MKT-120	W1	PRINCIPLES OF MARKETING	3	COLLINS	ONLINE		
MKT-125	W1	BUYING AND MERCHANDISING	3	TBA	ONLINE		
MKT-220	W1	ADVERTISING & SALES PROMO	3	TBA	ONLINE		
MUS-110	W1	MUSIC APPRECIATION	3	CHESNUTT	ONLINE		
MUS-110	W2	MUSIC APPRECIATION	3	CHESNUTT	ONLINE		
OST-131	W18A	KEYBOARDING	2	JACKSON	ONLINE		
OST-131	W18B	KEYBOARDING	2	JACKSON	ONLINE		
OST-134	W18B	TEXT ENTRY & FORMATTING	3	TBA	ONLINE		
OST-136	W18A	WORD PROCESSING	3	TBA	ONLINE		
OST-155	W18A	LEGAL TERMINOLOGY	3	LISA FAGAN	ONLINE		
*OST-156	W1	LEGAL OFFICE PROCEDURES	3	LISA FAGAN	ONLINE		
OST-164	W18A	TEXT EDITING APPLICATIONS	3	JACKSON	ONLINE		
*OST-236	W1	ADV WORD/INFO PROCESSING	3	TBA	ONLINE		
*OST-252	W18B	LEGAL TRANSCRIPTION	3	LISA FAGAN	ONLINE		
*OST-289	W18B	ADMIN OFFICE MANAGEMENT	3	TBA	ONLINE		
POL-120	W1	AMERICAN GOVERNMENT	3	TBA	ONLINE		
PSY-150	W1	GENERAL PSYCHOLOGY	3	RAMING	ONLINE		
PSY-150	W1H	GENERAL PSYCHOLOGY (14 WEEK)	3	RAMING	ONLINE		
PSY-150	W2	GENERAL PSYCHOLOGY	3	RAMING	ONLINE		
PSY-150	W2H	GENERAL PSYCHOLOGY (14 WEEK)	3	RAMING	ONLINE		
REL-211	W1	INTRO TO THE OLD TESTAMENT	3	HANCOCK	ONLINE		
REL-212	W1	INTRO TO THE NEW TESTAMENT	3	HANCOCK	ONLINE		
SOC-210	W1	INTRO TO SOCIOLOGY	3	SAVCHAK	ONLINE		
SOC-220	W1	SOCIAL PROBLEMS	3	TBA	ONLINE		
SSM-111	W1	GUN SHOP MANAGEMENT	3	LEN FAGAN	ONLINE		
HYBRID COURSES (Courses require both classroom and online participation.)							
ACA-090	01C	STUDY SKILLS	3	HOPKINS	237	TTH	12:30P-01:20P
ACA-090	02C	STUDY SKILLS	3	TBA	238	M	03:30P-05:20P
ACA-090	50C	STUDY SKILLS	3	TBA	238	TTH	05:30P-06:20P
BIO-111	50C	GENERAL BIOLOGY	4	ROBINSON	101	T	05:30P-08:20P
BIO-165	50C	ANATOMY & PHYSIOLOGY I	4	GOFORTH	101	TH	05:30P-08:20P
*BIO-166	50C	ANATOMY & PHYSIOLOGY II	4	ROBINSON	102	TH	05:30P-08:20P

Curriculum Schedule of Classes

Section Key: 01-03 Day, 50-52 Evening, 90 Weekend, TBA To Be Announced, LL Learning Lab, W Online, H Highway Room, C Hybrid

Course #	Section	Course Title	Credits	Instructor	Room	Days	Time
DEN-111	01C	INFECTION/HAZARD CONTROL	2	MCALLISTER	154/175	F	TBA
DRE-096	01C8A	INTEGRATED READING & WRITING	3	BEVERLY	238	TMW	09:30A-10:45A
						TH	09:30A-10:50A
DRE-096	50C8A	INTEGRATED READING & WRITING	3	HOPKINS	237	MW	05:30P-07:20P
*DRE-097	01C8A	INTEGRATED READING/WRITING II	3	HOPKINS	237	MTW	09:30A-10:45A
						TH	09:30A-10:50A
*DRE-097	01C8B	INTEGRATED READING/WRITING II	3	BEVERLY	238	MTW	09:30A-10:45A
						TH	09:30A-10:50A
*DRE-097	50C8B	INTEGRATED READING/WRITING II	3	HOPKINS	237	MW	05:30P-07:20P
*DRE-098	01C8B	INTEGRATED READING/WRITING III	3	HOPKINS	237	MTW	09:30A-10:45A
						TH	09:30A-10:50A
*EDU-157	01C	ACTIVE PLAY	3	TBA	136	F	09:00A-10:50A
*EDU-157	90C8A	ACTIVE PLAY	3	TBA	136	S	09:00A-10:50A
*EDU-261	01C	EARLY CHILDHOOD ADMIN I	3	BROWN	136	W	04:00P-05:15P
						[4 class meetings]	
*EDU-271	50C	EDUCATIONAL TECHNOLOGY	3	TBA	136	T	05:00P-06:50P
						[2 class meetings]	
*ENG-080	01C	WRITING FOUNDATIONS	4	BEVERLY	238	MTWTH	02:00P-02:50P
*ENG-080	50C	WRITING FOUNDATIONS	4	TBA	229	MW	05:30P-07:20P
HIS-121	50C	WESTERN CIVILIZATION I	3	EDWARDS	226	TTH	09:30A-10:45A
*MAT-140	50C	SURVEY OF MATHEMATICS	3	ZIELSDORF	225	MW	05:30P-06:45P
MED-270	01C	SYMPTOMATOLOGY	3	BEAMAN	140	T	12:30P-02:20P
MUS-110	01C	MUSIC APPRECIATION	3	STEPHENSON	236	M	03:30-04:45P
MUS-110	50C	MUSIC APPRECIATION	3	STEPHENSON	236	M	05:30-06:45P
NUR-101	01C	PRACTICAL NURSING I	11	HANCOCK	228	T	09:00A-12:50P
					148/150	TH	09:00A-03:50P
					CLINIC	F	06:30A-03:20P
NUR-101	02C	PRACTICAL NURSING I	11	HANCOCK	228	T	09:00A-12:50P
					148/150	W	09:00A-03:50P
					CLINIC	TH	06:30A-03:20P
NUR-101	50C	PRACTICAL NURSING I	11	SAUNDERS	148/150	T	06:00P-09:50P
						SAT	09:00A-03:50P
					CLINIC	SUN	06:30A-03:20P
NUR-102AB	01C	PRACTICAL NURSING II	4	HANCOCK	228	T	09:00A-12:50P
					CLINIC	THF	06:30A-03:20P
NUR-102AB	02C	PRACTICAL NURSING II	4	HANCOCK	228	T	09:00A-12:50P
					CLINIC	WTH	06:30A-03:20P
NUR-102AB	50C	PRACTICAL NURSING II	4	SAUNDERS	148/150	T	06:00P-09:50P
					CLINIC	SAT/SUN	06:30A-03:20P
PEA-171	01C	NATURE HIKING	1	ELLISON	OFF CAMPUS	S	08:00A-12:00P
					(2 CLASS MEETINGS, 8/24 & 9/21)		
PSY-150	50C	GENERAL PSYCHOLOGY	3	TBA	230	M	05:30P-06:45P
*RED-090	01C	IMPROVED COLLEGE READING	4	BEVERLY	238	MTWTH	11:00A-11:50A
*RED-090	02C	IMPROVED COLLEGE READING	4	BEVERLY	238	W	03:30P-05:20P
*RED-090	50C	IMPROVED COLLEGE READING	4	TBA	238	TTH	07:00P-08:50P
REL-211	50C	INTRO TO THE OLD TESTAMENT	3	HANCOCK	224	W	05:30P-06:45P

Optional orientations for Hybrid and Internet courses are available online and on campus.
See the Distance Learning web pages for more information at
www.montgomery.edu/students/distance-learning.html.


* Prerequisite course(s) required. + Corequisite course(s) required.


PLEASE NOTE: High school students are ineligible to take courses in which the course number begins with "0." (Example:

ENG 080)


Why choose Montgomery Community College for your first two years of college?


If you plan on getting a four-year degree, no doubt you've explored a number of majors and looked at a number of schools. Here is why you should consider taking your first two years of college at MCC.


 **Transferability** - MCC has a Comprehensive Articulation Agreement with every college in the University of North Carolina System, as well as over 30 private colleges and universities that will accept MCC's College Transfer courses. Plus, MCC is a great place to start your college education, especially if you are undecided about your major.


 **Cost** - Let's face it, college is not cheap. The estimated cost of two years at Montgomery Community College is \$12,000 including books, supplies and fees. Take a look at the estimated cost of two years at these other schools and you'll see how affordable MCC really is.

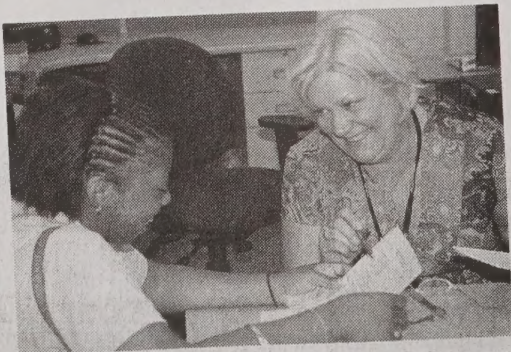
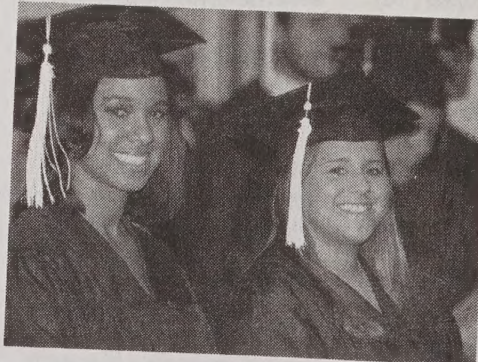
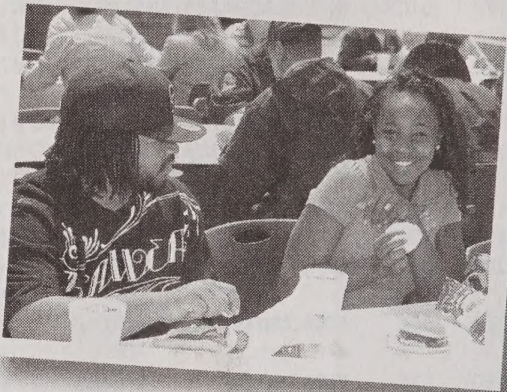
NCSU.....	\$44,368
UNCG	\$27,568
ECU	\$33,624
High Point University	\$79,600
ECU	\$33,624

 **Success Rate** - MCC has small class sizes. You won't get lost in the shuffle here like you may at a larger college. You will receive the kind of individualized attention that is focused on your success.

 **Scholarships & Financial Aid** - Good news for East or West Montgomery High School graduates: you are eligible for a Montgomery Scholars Scholarship the fall semester of your year of graduation. Even if you've been out of school for years, other scholarships are available. Go online to www.fafsa.gov and complete and submit the Free Application for Federal Student Aid to see if you qualify.

 **Instruction** - MCC's faculty is highly qualified, experienced and caring. All college transfer instructors hold masters-level degrees and above in their teaching discipline and attend many hours of professional development annually. In addition, MCC's instructors will go out of their way to help students achieve their goals.

 **Family atmosphere** - Time and time again we're told that MCC staff and faculty "treat their students like a member of the family." Our intimate campus is also close to home.



New this fall! Developmental Disability Technology Certificate

(Pending North Carolina Community College System Approval)



Human Service Technology Program offers new option

The Human Services program, in cooperation with Monarch, will be offering a new certificate that focuses on working with individuals with physical, mental and emotional disabilities. In these classes, students will gain an understanding of the handicapping effects of developmental disabilities in medical, psychological, social, educational, vocational, and economic terms. Fieldwork and clinical experience with Monarch, a community agency providing comprehensive services to disabled persons, will be provided.

Certificate classes can be taken entirely online!

Visit [www.montgomery.edu/
developmental-disability-home.html](http://www.montgomery.edu/developmental-disability-home.html)

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